

PROCEEDINGS OF THE BROWN COUNTY BOARD OF SUPERVISORS
OCTOBER 31, 2018

Pursuant to Section 19.84 and 59.14, Wis. Stats., notice is hereby given to the public that the REGULAR & BUDGET meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** was held on **Wednesday, October 31, 2018 at 9:00 a.m.**, in the Legislative Room 203, 100 North Jefferson Street, Green Bay, Wisconsin.

The following matters will be considered:

Call to order at 9:00a.m.

Invocation.

Pledge of Allegiance.

Opening Roll Call

Present: Sieber, De Wane, Nicholson (9:04am), Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald, Lund, Deneys.

Total Present: 26 Total Excused: 0

No. 1 -- ADOPTION OF AGENDA.

Chairman Moynihan noted that there was an amendment to Item #10ai and Item #11a.

A motion was made by Supervisor Schadewald and seconded by Supervisor Linssen **“to approve agenda as amended by taking Items #13 after Items #11.”** Voice vote taken. Motion carried unanimously.

No. 2 -- COMMENTS FROM THE PUBLIC:

- a) State name and address for the record.
- b) Comments will be limited to five minutes.
- c) The Board's role is to listen to public comments, and not ask questions, discuss nor take action regarding public comments.

There were no comments from the public.

No. 3 -- APPROVAL OF MINUTES OF OCTOBER 17, 2018.

A motion was made by Supervisor Gruszynski and seconded by Supervisor Kaster **“to adopt minutes.”** Voice vote taken. Motion carried unanimously.

No. 4 -- ANNOUNCEMENTS OF SUPERVISORS.

Supervisor Evans thanked County Executive Streckenbach and County Employees for their work on the 2019 Budget.

Supervisor Hoyer wanted to advise the Supervisors that by dialing 211, you would be able to receive assistance regarding mental health, alcohol, and drug issues. He also wanted to remind the Supervisors to get their flu shots and to have a happy Halloween.

Supervisor Erickson reminded the Supervisors that the 200th Anniversary time capsule was buried on October 30, 2018, and will remain there until October 26, 2118. He noted that he placed a photograph in the time capsule of the Stem Innovation Center Ground Breaking of fellow Supervisors in front of the bulldozer. Supervisor Erickson also wanted to remind the Supervisors that the Flight of Champions will take place tomorrow, November 1, 2018.

Vice Chair Lund wanted to clarify that the tragedy he misspoke of in the invocation happened on Saturday in Pittsburgh. He also wanted to personally thank Supervisors Erickson, Buckley, and Chairman Moynihan for their work on the Flight of Champions Event.

No. 5 -- PRESENTATION OF COMMUNICATIONS FOR CONSIDERATION

LATE COMMUNICATIONS:

No. 5a -- FROM SUPERVISOR VAN DYCK: REQUEST THAT THE HUMAN RESOURCES DEPARTMENT HOLD A SERIES OF PAID INFORMATIONAL MEETINGS DURING EMPLOYEES NORMAL WORK HOURS AT EACH OF THE MAJOR COUNTY FACILITIES IN ORDER TO REVIEW CHANGES MADE TO THE BENEFITS PROGRAMS AND TO ANSWER ANY QUESTIONS EMPLOYEES MAY HAVE REGARDING THESE BENEFITS.

Referred to Administration and Executive Committees.

No. 5b -- FROM SUPERVISOR VAN DYCK: REQUEST THAT THE BROWN COUNTY GOLF COURSE SUPERINTENDENT FACILITATE THE LISTING AND ULTIMATE SALE OF THE UNUSED PROPERTY ADJACENT TO AND OWNED BY THE BROWN COUNTY GOLF COURSE.

Referred to Education and Recreation Committee.

No. 5c -- FROM SUPERVISOR VAN DYCK: REQUEST THAT THE OVERSIGHT COMMITTEE FOR THE CORPORATION COUNSEL BE CHANGED FROM THE ADMINISTRATION COMMITTEE TO THE EXECUTIVE COMMITTEE EFFECTIVE JANUARY 1, 2019.

Referred to Administration and Executive Committees.

No. 5d -- FROM SUPERVISOR VAN DYCK: REQUEST THAT TECHNOLOGY SERVICES MAKE IT A PRIORITY TO FIX THE AUDIO EQUIPMENT IN ROOM 200.

Referred to Administration Committee.

No. 5e -- FROM CHAIRMAN MOYNIHAN: FOR YOUR CONSIDERATION, I ASK THAT BROWN COUNTY WITH THE CONSENT OF A MAJORITY OF ITS COUNTY

SUPERVISORS, PROVIDE FINANCIAL ASSISTANCE TO THE GREATER GREEN BAY CONVENTION & VISITOR BUREAU IN THE FORM OF A 10-YEAR, INTEREST FREE LOAN IN THE AMOUNT OF \$500,000, TERMS TO BE NEGOTIATED. SAID FUNDS WOULD GO TO THE GGBCVB BUILDING VISITOR CENTER CAMPAIGN FUND ONLY AND NOT TO BE USED FOR ANY OTHER PURPOSES.

AS GOVERNMENTS OF ALL LEVELS PROVIDE GRANTS TO PUBLIC AND PRIVATE ORGANIZATIONS, I BELIEVE THIS LOAN NOT ONLY ASSISTS THE CVB IN REALIZING ITS GOAL OF ACHIEVING ITS NEW HOME, BUT IT ALSO BRINGS TO THE FOREFRONT THE BENEFITS OF THE ORGANIZATION TO THE COUNTY AND CITIZENRY. NAMELY COUNTY-WIDE AND REGIONAL TOURISM, PROMOTION OF WORKFORCE DEVELOPMENT, EDUCATION AND OTHER COMMUNITY RELATED SERVICES.

Referred to Executive Committee and Corporation Counsel.

No. 6 -- APPOINTMENTS BY COUNTY BOARD CHAIR AND COUNTY EXECUTIVE.

NONE.

No. 7a -- REPORT BY BOARD CHAIRMAN.

Chairman Moynihan thanked the Department Heads, Committees, Administration, and Executive for their work on the budget.

No. 7b -- REPORT BY COUNTY EXECUTIVE.

County Executive Streckenbach stated that this was his 8th budget, and that it has been an honor and a pleasure to work with staff, Administration, and the Board throughout the process. Mr. Streckenbach also noted that the County is at levy limit; however, out of all the budgets, this particular budget was a bit more seamless in compiling.

Executive Streckenbach noted that with 31 department heads, over 1900 employees, and a \$250+ million budget, not everything can be addressed. That said, Mr. Streckenbach noted that he feels this budget does a strong job of addressing the current needs of the community as well as the County's future goals.

Mr. Streckenbach remarked that the County and its citizenry need to stand up to the State and Federal government in regards to mandated services. Executive Streckenbach highlighted that the County is mandated by State and Federal law to provide certain services; however, State and Federal funding for these particular services continue to be cut or unaddressed. For example, Executive Streckenbach outlined how the lack of District Attorneys and associated funding has a trickledown effect that is currently impacting the Human Services Department. As a result, Mr. Streckenbach pushed County Supervisors and Brown County citizens to ensure their voices are heard by legislators, so that this burden is not continually pushed onto Brown County taxpayers, especially as it pertains to future budget constraints.

Executive Streckenbach announced that due in large part to the historical sales tax vote that the Brown County Board made last year, the proposed budget includes not only a \$.10 tax rate

decrease but also a \$12.9 million debt reduction. In 2020, Brown County will see the largest tax rate cut in history while dropping the debt levy by another 2 million. County Executive Streckenbach did encourage staff and Board members to continue to look for departmental efficiencies and other revenue streams, so that cuts to services and/or departments do not become a necessary tool in balancing future budgets.

County Executive Streckenbach announced that Thursday, November 1st is the “Flight of Champions” Honor Flight at Austin Straubel International Airport. The Honor Flight is the culminating event celebrating Brown County’s 200th Anniversary. Mr. Streckenbach acknowledged that our free society only works with the assistance of the voluntary military and this event is a means to give back to those who serve. Executive Streckenbach extended his gratitude to Airport staff for their work on making this event possible and noted that the Denmark School band will be in attendance. Mr. Streckenbach invited all to attend the welcome home event that begins at 7:30pm and is hoping to meet the goal of 2,000 attendees.

Mr. Streckenbach stated that there will be a “Breakfast for Veterans” event held at Shopko Hall on November 8, 2018. Executive Streckenbach also informed the Board that November 10th is not only Military Night at the Green Bay Gambler game but will also be the last game at the Arena.

Lastly, Executive Streckenbach thanked everyone for their hard work, contributions, and unique personal touch in celebrating Brown County’s 200 Year Anniversary.

No. 8 -- OTHER REPORTS. NONE.

****PUBLIC HEARING ON 2019 BUDGET****

No. 9 -- COMMENTS FROM THE PUBLIC – Budgetary Items:

- a) State name and address for the record.
- b) Comments will be limited to five minutes.
- c) The Board’s role is to listen and not discuss comments nor take action on those comments at this meeting.

There were no comments from the public regarding budgetary items.

A motion was made by Vice Chair Lund and seconded by Supervisor Dantine “**to close public hearing.**” Voice vote taken. Motion carried unanimously with no abstentions.

****NON-BUDGETARY ITEMS****

No. 10 -- STANDING COMMITTEE REPORTS

**No. 10a -- REPORT OF THE ADMINISTRATION COMMITTEE OF OCTOBER 10, 2018 -
Non Budget items taken up at the October 17th County Board meeting.**

No. 10ai -- REPORT OF SPECIAL ADMINISTRATION COMMITTEE OF OCTOBER 31, 2018

1. Budget Adjustment Request (18-114): Reallocation between two or more departments, regardless of amount (Sheriff). *A motion was made by Supervisor Schadewald,*

seconded by Supervisor Vander Leest "to approve". Vote taken. MOTION CARRIED UNANIMOUSLY.

2. Budget Adjustment Request (18-118): Reallocation between two or more departments, regardless of amount (Planning & Land Services). *A motion was made by Supervisor Schadewald, seconded by Supervisor Kneiszel "to approve". Vote taken. MOTION CARRIED UNANIMOUSLY.*

A motion was made by Supervisor Kneiszel and seconded by Supervisor Sieber "**to adopt.**" Voice vote taken. Motion carried unanimously with no abstentions.

No. 10b -- REPORT OF EDUCATION & RECREATION COMMITTEE OF OCTOBER 11, 2018 - No non-budget items.

No. 10c -- REPORT OF EXECUTIVE COMMITTEE OF OCTOBER 22, 2018.

1. Review Minutes of:
 - a. Benefits Advisory Committee (September 13, 2018). Receive and place on file.
2. Communication from Supervisor Lefebvre re: The Brown County Board needs to do a five year plan regarding budgets. The County needs to set and prioritize which department needs more attention (money and staff) – 1 to 10 (department ranked) on this need. This way we will know what department needs will be in the future with department moving up and down on the scale. Receive and place on file.
3. Communication from Supervisor Brusky re: That the Brown County Board of Supervisors send a resolution to state legislators requesting adequate funding for assistant district attorneys through legislation or budgeting actions with specific reference to the adverse situation in Brown County. To refer to December Executive Committee meeting as a companion piece to the Public Defender resolution.
4. An Ordinance to Amend Chapter 2 (County Board of Supervisors) of the Brown County Code of Ordinances by Amending Section 2.14(17) (Regarding Reconsideration). To refer to December Executive Committee meeting. See Resolutions & Ordinances.
5. Internal Auditor. *No report; no action taken.*
6. Human Resources Report. *No report; no action taken.*
7. Department of Administration Report. *No report; no action taken.*
8. County Executive Report. *No report; no action taken.*

A motion was made by Vice Chair Lund and seconded by Supervisor Nicholson "**to adopt.**" Voice vote taken. Motion carried unanimously with no abstentions.

No. 10d -- REPORT OF HUMAN SERVICES COMMITTEE OF OCTOBER 16, 2018.

1. Review Minutes of:
 - a. Aging & Disability Resource Center of Brown County Board of April 26, 2018 and May 24, 2018.
 - b. Aging & Disability Resource Center Board of Director's Meeting of July 12, 2018.
 - c. Mental Health Treatment Subcommittee of August 22, 2018.
 - i. To suspend the rules to take Items 1a, b and c together.
 - ii. To approve Items 1a, b & c.
2. Communication from Supervisor Brusky re: I request that the Brown County Board of Supervisors send a Resolution to State Legislators requesting a \$30 million annual increase in the Children and Family Aids allocation due to the ongoing child welfare

crisis. To amend the third paragraph of the second page of the resolution by replacing *Wisconsin Counties Association* with *Brown County Board of Supervisors*.

3. Wind Turbine Update - Receive new information – Standing Item. Receive and place on file.
4. Human Srvc Dept. - Budget Adjustment Request (18-113): Any increase in expenses with an offsetting increase in revenue. To approve.
5. Human Srvc Dept. - Executive Director's Report. Receive and place on file.
6. Human Srvc Dept. - Financial Report for Community Treatment Center and Community Services. Receive and place on file.
7. Human Srvc Dept. - Statistical Reports.
 - a) Monthly CTC Data.
 - i. Bay Haven Crisis Diversion.
 - ii. Nicolet Psychiatric Center.
 - iii. CTC Double Shifts (August & September 2018).
 - b) Child Protection – Child Abuse/Neglect Report.
 - c) Monthly Contract Update.
 - i. To suspend the rules to take Items 7ai, aii, aiii, b & c together.
 - ii. Receive and place on file Items 7ai, aii, aiii, b & c.
8. Human Srvc Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. To approve.
9. Audit of bills. To acknowledge receipt of the bills.

A motion was made by Supervisor De Wane and seconded by Supervisor Hoyer “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 10e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF OCTOBER 9, 2018.

1. Consent Agenda - Board of Adjustments Minutes of September 24, 2018. To approve.
2. Airport - Director's Report. Receive and place on file.
3. Planning Commission - Budget Adjustment Request (18-108): Any allocation from a department's fund balance. To approve.
4. ~~Planning Commission - Discussion and Action regarding the Brown County Farmland Preservation Plan Amendment. To strike non-budget Item 4 off the agenda.~~
5. Planning Commission - Resolution Authorizing Submittal of an Application for the Community Development Block Grant – Emergency Assistance Housing Program for Small Cities. To approve. See Resolutions & Ordinances.
6. UW-Extension - Director's Report. *No report; no action taken.*
7. Public Works - Summary of Operations. Receive and place on file.
8. Public Works - Director's Report. Receive and place on file.
9. Port & Resource Recovery - South Landfill Response Plan Results. Receive and place on file.
10. Port & Resource Recovery - Director's Report. Receive and place on file.
11. Acknowledging the bills. To acknowledge receipt of the bills.

A motion was made by Supervisor Erickson and seconded by Supervisor Dantine “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 10ei -- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 9, 2018. - No non-budget items.

No. 10f -- REPORT OF PUBLIC SAFETY COMMITTEE OF OCTOBER 17, 2018. -

Referred back from October 17, 2019 County Board meeting.

1. Clerk of Courts - Budget Status Financial Report for August 2018 (Unaudited). Receive and place on file.
2. Emergency Management – Budget Status Financial Report for August 2018 (Unaudited). Receive and place on file.
3. Circuit Court, Commissioners, Probate - Budget Status Financial Report for August 2018 (Unaudited). Receive and place on file.
4. Circuit Court, Commissioners, Probate - Budget Adjustment Request (18-105): Reallocation between two or more departments, regardless of amount. To approve.
5. Public Safety Communications - Budget Status Financial Report for August 2018 (Unaudited). Receive and place on file.
6. Public Safety Communications - Budget Adjustment Request (18-104): Any allocation from the County's General Fund. To approve.
7. Medical Examiner - Budget Status Financial Report for August 2018 (Unaudited). Receive and place on file.
8. Medical Examiner Activity Spreadsheet. Receive and place on file.
9. Resolution Regarding Changes to the Medical Examiner Department Table of Organization. To approve. See Resolutions & Ordinances.
10. Medical Examiner's Report. Receive and place on file.
11. Sheriff - Budget Status Financial Report for August 2018 (Unaudited). Receive and place on file.
12. Sheriff - Key Factor Report through September 2018. Receive and place on file.
13. Sheriff - Budget Adjustment Request (18-103): Any increase in expenses with an offsetting increase in revenue. To approve.
14. Sheriff's Report. *No report; no action taken.*
15. Communication from Supervisor Brusky re: That the Brown County resolution establishing a Criminal Justice Coordinating Board be amended to add a Treatment Court Judge as a voting member. To send to Judge Atkinson and hold until this Committee receives a recommendation.
16. Communication from Supervisors Brusky and Schadewald re: This is our request to form a Criminal Justice System Efficiency Improvement Work Group. This multi-function team would seek to identify opportunities to increase the justice system's operational efficiency and recommend specific actions to contain the growth and/or reduce the system's operating costs. *Motion to refer to Criminal Justice Coordinating Board to bring back a report at the October Public Safety meeting regarding the System Efficiency Improvement Work Group.* To hold for one month.
17. Review Minutes of:
 - a. Local Emergency Planning Committee – LEPC (July 10, 2018 and September 11, 2018). Receive and place on file.
18. Audit of bills. To acknowledge receipt of the bills.

A motion was made by Supervisor Gruszynski and seconded by Supervisor Buckley “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 11 -- Resolutions, Ordinances

Budget Adjustments Requiring County Board Approval

No. 11a – RESOLUTION APPROVING BUDGET ADJUSTMENTS TO VARIOUS DEPARTMENT BUDGETS

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the below listed departments have submitted the following adjustments to their departmental budgets that, per Wisconsin State Statutes, require approval by a 2/3 vote of the full County Board:

- | | | |
|-----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|
| 18-103
Sheriff | This 2018 budget request is to increase grant revenue and related expenses to participate in a Wisconsin Emergency Management grant. The grant provides funds for training in the use of emergency police services/protestor device training. There is no match required for this grant. | Amount: \$2,000 |
| 18-104
Public Safety
Comm | This adjustment is for the additional Hazmat Equipment grant revenue awarded and the additional use of Hazmat fund balance related to the Hazmat supplies and equipment. | Amount: \$1,891 |
| 18-105
Circuit Courts | Transfer funds from General Government to Circuit Courts Branch 6 for audio upgrade. The old audio equipment is obsolete and unable to be repaired. Teleconferencing is currently unavailable in the courtroom. Funding for this upgrade will come from the county's contingency fund which has funds available to cover this purchase. | Amount: \$25,283 |
| 18-113
HHS-
Community
Services | To add the 2017 DHS carryover for the Dementia Crisis Innovation grant to 2018. | Amount: \$19,496 |
| 18-114
Sheriff | The Sheriff's Office requests use of contingency funds in 2018 for three outlay uses. First, two weapons/contraband detectors for the Jail for \$26,000. Second, installation of two recreational enclosures at the Jail for \$13,000 and third, the purchase of one late-model used vehicle for \$15,500 for the Sheriff's fleet, tentatively designated for Jail use.
Contingency Fund Balance = \$108,217 | Amount:
\$56,500 |

18-118
PALS

The Planning and Land Services Department requests use of contingency funds in 2018 for outlay of \$21,886.50 (vehicle \$21,592, delivery \$100 and title \$184.50) to replace a non-operable 2001 Chevy Blazer with a 2019 Ford Escape. The 2001 Chevy Blazer to be replaced has a blue book value of less than \$1,000 and has needed repairs estimated at \$2,000 to get it operable. Due to age and condition of the Blazer it is anticipated that significant future repairs will be needed. The vehicle is needed for field work, administration of various planning programs as well as for travel to in-state meetings and conferences.

Contingency Fund Balance = \$108,217

Amount:
\$21,886.50

and,

WHEREAS, these budget adjustments are necessary to ensure activities are appropriated and accounted for properly.

NOW, THEREFORE, BE IT RESOLVED, that the Brown County Board of Supervisors hereby approves the above listed budget adjustments.

Respectfully submitted,

ADMINISTRATION COMMITTEE
HUMAN SERVICES COMMITTEE
PUBLIC SAFETY COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Administration
Approved by Corporation Counsel's Office

Fiscal Note: The fiscal impact is as described in the individual budget adjustment listed above.

A motion was made by Supervisor Schadewald and seconded by Supervisor Vander Leest **“to approve.”** Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENTS TO RESOLUTION #11A

ON THE FOLLOWING PAGES

18-103

BUDGET ADJUSTMENT REQUEST

Category

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
- Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.)
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
- ☐ 6 Reallocation between two or more departments, regardless of amount
- ☒ 7 Any increase in expenses with an offsetting increase in revenue
- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

Approval Level

Dept Head

Director of Admin

County Exec

County Exec

Admin Committee

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
2/3 County Board

Oversight Comm
Admin Committee
2/3 County Board

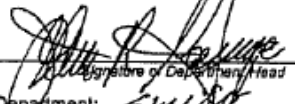
Justification for Budget Change:

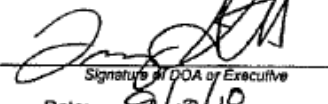
This 2018 budget request is to increase grant revenue and related expenses to participate in a Wisconsin Emergency Management grant. The grant provides funds for training in the use of emergency police services/protestor device training. There is no match required for this grant.

Budget Impact: \$2,000

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.4302	State grants and aids	2,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.5300	Supplies	500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.074.5340	Training	1,500
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS


 Signature of Department Head
 Department: 504.11F
 Date: 09/05/18


 Signature of DOA or Executive
 Date: 9/10/18

Revised 4/1/14

11a

18-104

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation
Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
Director of Admin
• Reallocation to another account strictly for tracking or accounting purposes
• Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)
County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
Admin Committee
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
Oversight Comm
2/3 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount
Oversight Comm
2/3 County Board
- ☐ 7 Any increase in expenses with an offsetting increase in revenue
Oversight Comm
2/3 County Board
- ☒ 8 Any allocation from a department's fund balance
Oversight Comm
2/3 County Board
- ☐ 9 Any allocation from the County's General Fund
Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

This adjustment is for the additional Hazmat Equipment grant revenue awarded and the additional use of Hazmat fund balance related to the Hazmat supplies and equipment.

Budget Impact: \$1,891

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	101.013.011.045.4302	State Grant Revenue	\$654
<input checked="" type="checkbox"/>	<input type="checkbox"/>	101.013.011.045.5300	Supplies	\$1,891
<input type="checkbox"/>	<input checked="" type="checkbox"/>	101.3100.500	Hazmat Fund Balance	\$1,237
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

EB 9/10/18

AUTHORIZATIONS

Signature of Department Head: [Signature]
 Department: RSC
 Date: 9-5-18

Signature of POA or Executive: [Signature]
 Date: 9/10/18

Revised 2/3/17

11a

18-105

BUDGET ADJUSTMENT REQUEST

Category

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
 - Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e. resolution, ordinance change, etc.)
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
- ☒ 6 Reallocation between two or more departments, regardless of amount
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- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund

Approval Level

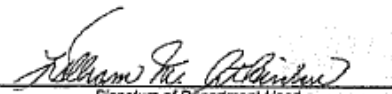
Dept Head
Director of Admin
County Exec
County Exec
Admin Committee
Oversight Comm
2/3 County Board
Oversight Comm
2/3 County Board
Oversight Comm
2/3 County Board
Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

Transfer funds from General Government to Circuit Courts Branch 6 for audio upgrade. The old audio equipment is obsolete and unable to be repaired. Teleconferencing is currently unavailable in the courtroom. Funding for this upgrade will come from the county's contingency fund which has funds available to cover this purchase.


Amount: \$25,283

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.010.003.6110.020	Outlay Equipment – Courts	25,283
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.010.003.9004	Intrafund Transfer In – Courts	25,283
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.090.9005	Intrafund Transfer Out – Gen Government	25,283
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.090.5394	Contingency – Gen Government	25,283


Signature of Department Head

Department: Circuit Courts, Br-1-8
Date: 9-10-2018

AUTHORIZATIONS


Signature of DOA or Executive
Date: 9/18/18

Revised 4/1/14

MW
9/10/18
116

18-113

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
 • Reallocation to another account strictly for tracking or accounting purposes
 • Allocation of budgeted prior year grant not completed in the prior year Director of Admin
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) Admin Committee
- ☐ 5 b) Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation. Oversight Comm
2/3 County Board
- ☐ 6 Reallocation between two or more departments, regardless of amount Oversight Comm
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2/3 County Board
- ☐ 8 Any allocation from a department's fund balance Oversight Comm
2/3 County Board
- ☐ 9 Any allocation from the County's General Fund Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

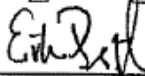
To add the 2017 carryover for the Dementia Crisis Innovation grant to 2018.

DHS

2018 Budget Adjustment Levy Impact \$0

Total \$19,496

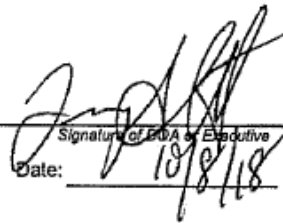
Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.161.4302.56	Slate Grant and Aid revenue	19,496.00
		0203	Dementia Crisis Innovation	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	201.076.160.161.7000.DE	Purchased Services Dementia Crisis	19,496.00
		MENTIA		



Signature of Department Head

Department: Health & Human ServicesDate: 10/14/18

AUTHORIZATIONS



Signature of BOA or Executive

Date: 10/8/18

Revised 2/3/17

11a

18-114

BUDGET ADJUSTMENT REQUEST

Category

- ☐ 1 Reallocation from one account to another in the same level of appropriation
- ☐ 2 Reallocation due to a technical correction that could include:
 - Reallocation to another account strictly for tracking or accounting purposes
 - Allocation of budgeted prior year grant not completed in the prior year
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.)
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts)
- ☐ 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation.
- ☒ 6 Reallocation between two or more departments, regardless of amount
- ☐ 7 Any increase in expenses with an offsetting increase in revenue
- ☐ 8 Any allocation from a department's fund balance
- ☐ 9 Any allocation from the County's General Fund (requires separate Resolution)

Approval Level

- Dept Head
- Director of Admin
- County Exec
- County Exec
- Admin Committee
- Oversight Comm
2/3 County Board
- Oversight Comm
2/3 County Board
- Oversight Comm
2/3 County Board
- Oversight Comm
2/3 County Board
- Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:

The Sheriff's Office requests use of contingency funds in 2018 for three outlay uses. First, two weapons/contraband detectors for the Jail for \$26,000. Second, installation of two recreational enclosures at the Jail for \$13,000 and third, the purchase of one late-model used vehicle for \$15,500 for the Sheriff's fleet, tentatively designated for Jail use.

Amount: \$ 56,500

Contingency Fund Balance = \$108,217

Increase	Decrease	Account #	Account Title	Amount
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.072.001.6110.020	Outlay - Equipment - Jail	\$41,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.6110.020	Outlay - Equipment - Sheriff Gen.	\$15,500
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.072.001.9004	Intrafund transfer in - Jail	\$41,000
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.074.001.9004	Intrafund transfer in - Sheriff Gen.	\$15,500
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	100.090.9005	Intrafund transfer out - Gen Gov.	\$56,500
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.000.3394	Contingency - Gen Gov.	\$56,500

AUTHORIZATIONS

Signature of Department Head
 Department: Sheriff's Office
 Date: 10/19/18

Signature of DOA or Executive
 Date: 10/15/18

Revised 2/3/17

11a

BUDGET ADJUSTMENT REQUEST

CategoryApproval Level

- ☐ 1 Reallocation from one account to another in the same level of appropriation Dept Head
- ☐ 2 Reallocation due to a technical correction that could include:
 • Reallocation to another account strictly for tracking or accounting purposes
 • Allocation of budgeted prior year grant not completed in the prior year Director of Admin
- ☐ 3 Any change in any item within the Outlay account which does not require the reallocation of funds from another level of appropriation County Exec
- ☐ 4 Any change in appropriation from an official action taken by the County Board (i.e., resolution, ordinance change, etc.) County Exec
- ☐ 5 a) Reallocation of up to 10% of the originally appropriated funds between any levels of appropriation (based on lesser of originally appropriated amounts) Admin Committee
- ☐ 5 b) Reallocation of more than 10% of the funds originally appropriated between any of the levels of appropriation. Oversight Comm
2/3 County Board
- ☒ 6 Reallocation between two or more departments, regardless of amount Oversight Comm
2/3 County Board
- ☐ 7 Any increase in expenses with an offsetting increase in revenue Oversight Comm
2/3 County Board
- ☐ 8 Any allocation from a department's fund balance Oversight Comm
2/3 County Board
- ☐ 9 Any allocation from the County's General Fund (requires separate Resolution) Oversight Comm
Admin Committee
2/3 County Board

Justification for Budget Change:


The Planning and Land Services Department requests use of contingency funds in 2018 for outlay of \$21,886.50 (vehicle \$21,592, delivery \$100 and title \$184.50) to replace a non-operable 2001 Chevy Blazer with a 2019 Ford Escape. The 2001 Chevy Blazer to be replaced has a blue book value of less than \$1,000 and has needed repairs estimated at \$2,000 to get it operable. Due to age and condition of the Blazer it is anticipated that significant future repairs will be needed. The vehicle is needed for field work, administration of various planning programs as well as for travel to in-state meetings and conferences.


Contingency Fund Balance = \$108,217

Amount: \$21,886.50

<u>Increase</u>	<u>Decrease</u>	<u>Account #</u>	<u>Account Title</u>	<u>Amount</u>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	100.066.065.6110.020	Planning Outlay Equipment (\$5,000+)	\$21,886.50
<input type="checkbox"/>	<input checked="" type="checkbox"/>	100.090.5394	Contingency - Gen. Gov.	\$21,886.50
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>			

AUTHORIZATIONS


 Signature of Department Head


 Signature of DCA or Executive

Department: PLANNING & LAND SERVICES
 Date: 10/26/18

Date: 10/26/18

Revised 2/3/17

Planning, Development & Transportation Committee

No. 11b – RESOLUTION AUTHORIZING SUBMITTAL OF AN APPLICATION FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT – EMERGENCY ASSISTANCE HOUSING PROGRAM FOR SMALL CITIES.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, Federal monies are available under the Wisconsin Small Cities Community Development Block Grant-Emergency Assistance Housing Program, administered by the State of Wisconsin, Department of Administration, Division of Housing, for the purpose of housing activities; and

WHEREAS, a series of storms impacted properties in Northeastern Wisconsin Regional Counties commencing on August 20, 2018, leaving homes damaged or destroyed; and

WHEREAS, Brown County is the lead county for the Northeast Regional Housing Program that includes Brown, Calumet, Door, Fond du Lac, Kewaunee, Manitowoc, Marinette, Outagamie, Sheboygan, and Winnebago Counties; and

WHEREAS, after presentation and consideration, the Planning, Development and Transportation Committee has recommended that an application be submitted to the State of Wisconsin for the following projects: ***Owner-Occupied and Rental Housing Rehabilitation and Replacement of Homes Damaged by a series of storms in Northeastern Wisconsin Regional Counties commencing on August 20, 2018;*** and

WHEREAS, it is necessary for the Brown County Board of Supervisors to approve the preparation and filing of an application for Brown County to receive funds from this program; and

WHEREAS, the Brown County Board of Supervisors has reviewed the need for the proposed projects and the regional benefits to be gained therefrom.

NOW, THEREFORE, BE IT RESOLVED, that the County Board of the County of Brown does hereby approve and authorize the preparation and filing of an emergency application for funds under the Wisconsin Small Cities Community Development Block Grant-Emergency Assistance Housing Program in accordance with this Resolution; and

BE IT FURTHER RESOLVED, that the Brown County Executive is hereby authorized to sign all necessary related documents on behalf of Brown County; and

BE IT FURTHER RESOLVED, that authority is hereby granted to the Brown County Planning and Land Services Department staff to take any and all necessary steps to prepare and file the appropriate application for funds under this program in accordance with this resolution. *Fiscal Note: This resolution does not require an appropriation from the General Fund. This resolution seeks additional Community Development Block Grant dollars for the region that was affected by severe storms. The administration of the funds is 100% covered through the grant.*

Respectfully submitted,
PLANNING, DEVELOPMENT AND
TRANSPORTATION COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by: Chuck Lamine, Planning Director
Approved as to form by Corporation Counsel

A motion was made by Supervisor Dantine and seconded by Supervisor Suennen “**to approve.**” Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENT TO RESOLUTION #11B

ON THE FOLLOWING PAGE

PLANNING COMMISSION

Brown County

305 E. WALNUT STREET, ROOM 320
P.O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-6480 FAX (920) 448-4487
WEB SITE www.co.brown.wi.us/planning



CHUCK LAMINE, AICP

PLANNING DIRECTOR

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 4, 2018
REQUEST TO: Planning, Development, and Transportation
MEETING DATE: October 9, 2018
REQUEST FROM: Chuck Lamine
Planning and Land Services Department

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION AUTHORIZING SUBMITTAL OF AN APPLICATION FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT – EMERGENCY ASSISTANCE HOUSING PROGRAM FOR SMALL CITIES

ISSUE/BACKGROUND INFORMATION:

Since 2014, Brown County has administered a housing rehabilitation loan program for a 10-county region of Northeastern Wisconsin, funded by the State of Wisconsin's Community Development Block Grant (CDBG) Small Cities Housing Program. Due to weather emergencies associated with a series of storms commencing on August 20, 2018 Community Development Block Grant – Emergency Assistance Housing Program for Small Cities funds are being made available as grants to fund qualified repairs to private residences for low to moderate income families within the region. The program pays for all administration and project costs, including a pro-rated portion of internal Brown County administrative chargebacks, and all or portions of salary/fringe for five PALS staff for their time spent on the program. The subject resolution authorizes submittal of a grant application to the Wisconsin Department of Administration to provide funds.

ACTION REQUESTED:

Approval of the subject resolution authorizing the submittal of an application for Community Development Block Grant– Emergency Assistance Housing Program (CDBG-EAP) for Small Cities

FISCAL IMPACT:

This resolution does not require an appropriation from the General Fund. This resolution seeks additional Community Development Block Grant dollars for the County.

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$ _____
 - b. If part of a bigger project, what is the total amount of the project?
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account? If awarded, will be identified in 2018 and future budgets
 2. If no, how will the impact be funded? If awarded, grant covers all project and administrative expenses.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

11b

Public Safety Committee

**No. 11c – RESOLUTION REGARDING CHANGES TO THE MEDICAL EXAMINER
DEPARTMENT TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Medical Examiner Department has requested non-exempt status for the Medicolegal Investigator and Deputy Lead Medicolegal Investigator positions; and

WHEREAS, Corporation Counsel has determined that said positions should be classified as non-exempt.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that changes to the Medical Examiner Department Table of Organization are hereby approved, including that the Medicolegal Investigator and Deputy Lead Medicolegal Investigator positions shall both be classified as non-exempt, and as described more fully below in the “Budget Impact” section of this Resolution.

Budget Impact:

Medical Examiner

Partial Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Medicolegal Investigator \$22.83/hr Position # 103.350.014 \$23.25/hr Position # 104.350.014 Hours: 2,080 (each)	2.0	Deletion	(\$16,804)	(\$5,064)	(\$21,868)
Medicolegal Investigator \$22.83/hr Position # 103.350.014 \$23.25/hr Position # 104.350.014 Hours: 2,080 (each)	2.0	Addition	\$16,804	\$5,064	\$21,868
Deputy Lead Medicolegal Invest. \$24.83/hr Position # 102.350.014 Hours: 2,080	1.0	Deletion	(\$8,973)	(\$2,538)	(\$11,511)
Deputy Lead Medicolegal Invest. \$24.83/hr Position # 102.350.014 Hours: 2,080	1.0	Addition	\$8,973	\$2,538	\$11,511
Partial Budget Impact					\$0

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Medicolegal Investigator \$22.83/hr Position # 103.350.014 \$23.25/hr Position # 104.350.014 Hours: 2080 (each)	2.0	Deletion	(\$97,092)	(\$29,230)	(\$126,322)
Medicolegal Investigator \$22.83/hr Position # 103.350.014 \$23.25/hr Position # 104.350.014 Hours: 2080 (each)	2.0	Addition	\$97,092	\$29,230	\$126,322
Deputy Lead Medicolegal Invest. \$24.83/hr Position # 102.350.014 Hours: 2080	1.0	Deletion	(\$51,845)	(\$14,663)	(\$66,508)
Deputy Lead Medicolegal Invest. \$24.83/hr Position # 102.350.014 Hours: 2080	1.0	Addition	\$51,845	\$14,663	\$66,508
Annualized Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund.

Respectfully submitted,
PUBLIC SAFETY COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

A motion was made by Supervisor Gruszynski and seconded by Supervisor Borchardt **“to approve.”** Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENT TO RESOLUTION #11C

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 29, 2018
REQUEST TO: Public Safety Committee and Executive Committee
MEETING DATE: October 3, 2018 and October 8, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Changes to the Medical Examiner Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Medical Examiner Department has requested non-exempt status for the Medicolegal Investigator and Deputy Lead Medicolegal Investigator positions. Corporation Counsel has determined the positions should be classified as non-exempt.

ACTION REQUESTED:

- Approval of these position changes to the Medical Examiner Department Table of Organization.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

1/c

**** 2019 BUDGET REVIEW ****

A motion was made by Supervisor Schadewald and seconded by Supervisor Sieber **“to suspend the rules to take Items #13 a-d, g-x, z-cc together.”** Voice vote taken. Motion carried unanimously with no abstentions.

Items #13e, #13f and #13fi, and #13y were requested to be voted on separately by Supervisors Evans, Van Dyck, and Dantinne respectively.

A motion was made by Supervisor Schadewald and seconded by Supervisor Sieber **“to approve Items #13 a-d, g-x, z-cc.”** Voice vote taken. Motion carried unanimously with no abstentions.

No. 13 -- Resolutions, Ordinances:

Administration and Executive Committees

No. 13a -- RESOLUTION REGARDING THE DELETION OF THE CHILD SUPPORT SPECIALIST-ENFORCEMENT IN THE CHILD SUPPORT DEPARTMENT TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, there is a decrease in grant funding from prior levels; and
WHEREAS, the Child Support Department desires to delete one (1.00) Child Support Specialist-Enforcement Position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following change to the Child Support Department Table of Organization, as indicated below in the “Budget Impact” section of this Resolution, is hereby approved: Delete one (1.00) FTE Child Support Specialist-Enforcement.

Budget Impact:

Child Support

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Child Support Specialist-Enforcement \$21.67/hr Position #109.280.017 Hours: 2,088	1.00	Deletion	(\$45,247)	(\$14,654)	(\$59,901)
Annualized Budget Impact					(\$59,901)

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13A
ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 31, 2018
REQUEST TO: Administration Committee and Executive Committee
MEETING DATE: October 10, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING THE DELETION OF THE CHILD SUPPORT SPECIALIST-ENFORCEMENT IN THE CHILD SUPPORT DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Department of Child Support has requested the deletion of a Child Support Specialist-Enforcement position in their department due to decrease in grant funding.

ACTION REQUESTED:

- Deletion of a Child Support Specialist-Enforcement position for the Department of Child Support.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? There will be a savings of \$59,901.
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☐ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?
 - 3.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13a

No. 13b -- RESOLUTION REGARDING THE ADDITION OF A CHILD SUPPORT SPECIALIST-EMPLOYMENT WITHIN THE CHILD SUPPORT DEPARTMENT TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Brown County Child Support Agency (Department) has been administering Employment Services through a federal grant for the past six years via contract with an outside agency; and

WHEREAS, the Department has requested and received permission to bring Employment Services under its Table of Organization, which will result in decreased expenses as the Department would forgo the need to assume duplicative indirect, administrative and supervision costs while streamlining duties; and

WHEREAS, the Department desires to add one (1.00) FTE Child Support Specialist-Employment Position; and

WHEREAS, should the funding for this Position be eliminated, the Position will end and be eliminated from the Child Support Department Table of Organization; and

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Child Support Department Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, are hereby approved, with the caveat that, should funding for this Position end, this Position shall also end and be removed from the Department's Table of Organization: Add one (1.00) FTE Child Support Specialist-Employment.

Budget Impact: Child Support

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Child Support Specialist-Employment \$19.61/hr Position #TBD Hours: 2,080	1.00	Addition	\$40,789	\$20,050	\$60,839
Funding from Five County Demonstration Project					\$60,839
Annualized Budget Impact					\$0.00

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13B

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 31, 2018
REQUEST TO: Administration Committee and Executive Committee
MEETING DATE: October 10, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance
TITLE: Resolution Regarding Additional Child Support Specialist-Employment for the Department of Child Support Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Department of Child Support has requested an additional Child Support Specialist position to provide employment services within their department.

ACTION REQUESTED:

- Approval of an additional Child Support Specialist-Employment for the Department of Child Support.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$60,839
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? It will be funded through state grant and aid revenue.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13b

No. 13c -- RESOLUTION REGARDING AN INCREASE TO LTE ELECTION HELP-CANVASSER WAGES FOR THE COUNTY CLERK'S DEPARTMENT TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, LTE Election Help-Canvassers and their duties are mandated by State Law;
and

WHEREAS, the LTE Election Help-Canvasser hourly wage has not been increased since the 2002 Budget, and these wages need to be increased for competitive recruitment; and

WHEREAS, the Brown County Clerk's Department has requested approval for a competitive wage increase for the LTE Election Help-Canvasser position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following change to the Brown County Clerk's Department Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, are hereby approved: Increase the LTE Election Help-Election Canvasser wages from \$9.25 an hour to \$12.00 an hour.

Budget Impact:

County Clerk

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Election Help-Canvasser \$9.25/hr Position #900.900.019 Hours: 208	.10	Deletion	(\$1,082)	(\$0)	(\$1,082)
LTE Election Help-Canvasser \$12.00/hr Position #900.900.019 Hours: 117	.06	Addition	\$1,404	\$135	\$1,539
Annualized Budget Impact					\$457.00

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13C

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 31, 2018
REQUEST TO: Administration Committee and Executive Committee
MEETING DATE: October 10, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance
TITLE: Resolution Regarding an Increase to Election Help-Canvasser Wages for the Brown County Clerk's Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Brown County Clerk's Department has requested a competitive wage increase for the LTE Election Help-Canvasser position.

ACTION REQUESTED:

- Approval of LTE Election Help-Canvasser position wage increase for the Brown County Clerk's Department Table of Organization.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$457.00
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? 100.019.014.4700
 2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13C

No. 13d -- RESOLUTION REGARDING A CHANGE TO THE DEPARTMENT OF TECHNOLOGY SERVICES TABLE OF ORGANIZATION – ENTERPRISE SYSTEM ANALYST II.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the position of Enterprise System Analyst II has not been filled since December of 2017; and

WHEREAS, funding for the position of one (1.00) FTE Enterprise System Analyst II was eliminated in July of 2018; and

WHEREAS, the service supported by the position of Enterprise System Analyst II has been moved to the cloud, eliminating the need for the position; and

WHEREAS, the Department of Technology Services desires to eliminate the position of Enterprise System Analyst II.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following change to the Department of Technology Services Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, is hereby approved: Delete one (1.00) FTE Enterprise System Analyst II.

Budget Impact:

Technology Services

Annualized Budget Impact	FTE	Addition /Deletion	Salary	Fringe	Total
Enterprise System Analyst II \$31.44/hr Position # 180.340.022 Hours: 2,088	1.00	Deletion	(\$65,645)	(\$24,116)	(\$89,761)
Annualized Budget Impact					(\$89,761)

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13D

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 17, 2018
REQUEST TO: Administration Committee and Executive Committee
MEETING DATE: October 10, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING A CHANGE TO THE DEPARTMENT OF TECHNOLOGY SERVICES TABLE OF ORGANIZATION – ENTERPRISE SYSTEM ANALYST II

ISSUE/BACKGROUND INFORMATION:

The Department is requesting to eliminate the Enterprise Technology Analyst II position due to the removal of the position funding July 1, 2018, and the services being supported by the Cloud.

ACTION REQUESTED:

- Approval of the Department of Technology Services Table of Organization changes.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13d

Executive Committee

No. 13g -- RESOLUTION APPROVING CHANGES TO THE BROWN COUNTY HEALTH INSURANCE PLAN DURING THE 2019 CALENDAR YEAR.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Brown County Human Resources Department has been charged with monitoring the Brown County Employee Health Insurance Fund, including contracting for the management of Short-and-Long Term Disability (STD/LTD) and Family Medical Leave Act (FMLA) benefits, as well as identifying opportunities to improve overall plan design; and

WHEREAS, the cost of County Health Insurance, excluding dental, is projected to increase from its 2018 Amended Budget amount by \$1,363,824 for 2019, and the County Executive is required to submit a balanced 2019 proposed budget to the County Board of Supervisors; and

WHEREAS, in order to address the above increase, Human Resources has determined it is necessary to: **1)** Change management of the County STD/LTD and FMLA benefits from The Standard to Unum Group, resulting in savings of \$98,402; **2)** Change Tier I Provider visit co-pays from \$15 to \$30, and Tier II Provider visit co-pays from \$30 to \$45, which will help drive traffic to lower cost options including the Near-Site Clinic, resulting in projected savings of \$127,500; **3)** Increase the Health Insurance Claim Stop Loss Insurance deductible from \$350,000 to \$400,000, resulting in premium savings of \$100,000 per year; **4)** Establish a Near-Site Clinic with Bellin Health or other provider as determined appropriate by Administration; **5)** Increase tax levy funding for health insurance premiums by \$500,000; and **6)** Increase employee premiums from 12% to 13.56%, resulting in \$347,825 in additional funding through the following changes to the Health Risk Assessment (HRA) Premium Tiers in calendar year 2019: Non-Participants (25% to 27%), Tobacco (20% to 22%), Standard (13% to 16.5%), BG26 (12% to 12%), Bronze (12% to 15%), Silver (11.5% to 13.5%), and Gold (11% to 12%).

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby approves of and authorizes the following health insurance plan related changes during the 2019 calendar year, as stated above and below in this Resolution, and directs County staff and officers to take any and all actions necessary to effectuate them:

1) Change management of the County STD/LTD and FMLA benefits from The Standard to Unum Group; **2)** Change Tier I Provider visit co-pays from \$15 to \$30, and Tier II Provider visit co-pays from \$30 to \$45; **3)** Increase the Health Insurance Claim Stop Loss Insurance deductible from \$350,000 to \$400,000; **4)** Establish a Near-Site Clinic with Bellin Health or other provider as determined appropriate by Administration; **5)** Increase tax levy funding for health insurance premiums by \$500,000; and **6)** Increase employee premiums from 12% to 13.56%, including making changes to the HRA Premium Tiers for calendar year 2019 as indicated above in this Resolution.

Fiscal Note: This resolution is reflected in the proposed 2019 Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13G

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

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GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 6, 2018

REQUEST TO: Executive Committee

MEETING DATE: October 22, 2018

REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING ADDING ONE .40 FTE ADMINISTRATIVE ASSISTANT TO THE COUNTY BOARD TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The County Board is requesting an additional .40 FTE Administrative Assistant to assist with the increased quantity of meetings as well as meeting minute transcription and to decrease overtime costs.

ACTION REQUESTED:

- Approval for an additional .40 FTE Administrative Assistant for the County Board.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$14,271
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? Personnel Expenses
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

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No. 13h -- RESOLUTION REGARDING ADDING ONE .40 FTE ADMINISTRATIVE ASSISTANT TO THE COUNTY BOARD TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, County Board staff are currently tasked with taking Minutes for official Meetings of the County Board and its Committees, and the number of meetings and the length of the meetings have both increased over time, causing an increase in County Board staff workload and overtime expense; and

WHEREAS, the County Board desires to add an additional .40 FTE Administrative Assistant Position to the County Board Office Table of Organization; and

WHEREAS, the addition of a .40 FTE Administrative Assistant Position would assist with the increased workload, and would help reduce overtime expense, while also providing County Board staff with a readily available transcriptionist that could provide backup support when another County Board staff member is on vacation or otherwise unavailable.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following change to the County Board Table of Organization, as further described in the "Budget Impact" section of this Resolution, below, is hereby approved: Add one .40 FTE Administrative Assistant.

Budget Impact:

County Board

Annualized Budget Impact	FTE	Additio n/Deleti on	Salary	Fringe	Total
Administrative Assistant \$16.96/hr Position 103.060.006 Hours: 780	.40	Addition	\$13,229	\$1,042	\$14,271
Annualized Budget Impact					\$14,271

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13H

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 6, 2018

REQUEST TO: Executive Committee

MEETING DATE: October 22, 2018

REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING ADDING ONE .40 FTE ADMINISTRATIVE ASSISTANT TO THE COUNTY BOARD TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The County Board is requesting an additional .40 FTE Administrative Assistant to assist with the increased quantity of meetings as well as meeting minute transcription and to decrease overtime costs.

ACTION REQUESTED:

- Approval for an additional .40 FTE Administrative Assistant for the County Board.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$14,271
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? Personnel Expenses
 2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13h

No. 13i -- **RESOLUTION REGARDING CHANGES TO THE DISTRICT ATTORNEY'S OFFICE TABLE OF ORGANIZATION – WAGE INCREASE FOR 4 FTE LEGAL ASSISTANTS.**

**AS AMENDED BY HUMAN RESOURCES
AFTER PUBLIC SAFETY COMMITTEE MEETING TO SHOW CORRECT HOURS FOR LEGAL
ASSISTANT II POSITIONS (1,975 HOURS CHANGED TO 1,957.5 HOURS)**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the District Attorney's Office (the Department) currently has seven (7) FTE Legal Assistants, four (4) of which were hired at below-market wages; and

WHEREAS, the Department desires to achieve parity in wages among its seven (7) FTE Legal Assistants by adjusting the wages of the four (4) FTE Legal Assistant II's that were hired at below-market wages upward to the level of the other three (3) FTE Legal Assistant II positions; and

WHEREAS, to accomplish said goal, the DA's office desires to change its Table of Organization by: **1)** Deleting the four (4) FTE Legal Assistant II positions that were hired at below-market wages; **2)** Adding four (4) FTE Legal Assistant II positions with wages consistent with the other three (3) FTE Legal Assistant II Department positions; and **3)** Reducing the number of budgeted hours for the LTE Co-op/Intern Student position by 775 hours.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the District Attorney's Office Table of Organization, as reflected below in the "Budget Impact" section of this Resolution, are hereby approved: **1)** Deleting the four (4) FTE Legal Assistant II positions that were hired at below-market wages; **2)** Adding four (4) FTE Legal Assistant II positions with wages consistent with the other three (3) FTE Legal Assistant II Department positions; and **3)** Reducing the number of budgeted hours for the LTE Co-op/Intern Student position by 775 hours.

Budget Impact:

Office of the District Attorney

Annualized Budget Impact	FTE	Addition /Deletion	Salary	Fringe	Total
Legal Assistant II \$19.88/hr Position # 107.060.024 Hours: 1,975 1,957.5	1.0	Deletion	(\$38,915)	(\$6,047)	(\$44,962)
Legal Assistant II \$19.69/hr Position # 113.060.024	1.0	Deletion	(\$38,544)	(\$12,657)	(\$51,201)

Hours: 1,975 1,957.5					
Legal Assistant II \$19.69/hr Position # 102.060.024 Hours: 1,975 1,957.5	1.0	Deletion	(\$38,544)	(\$7,281)	(\$45,825)
Legal Assistant II \$19.69/hr Position # 110.060.024 Hours: 1,975 1,957.5	1.0	Deletion	(\$38,544)	(\$13,497)	(\$52,041)
Legal Assistant II \$20.42/hr Position # 107.060.024 Hours: 1,975 1,957.5	1.0	Addition	\$39,972	\$6,211	\$46,183
Legal Assistant II \$20.42/hr Position # 113.060.024 Hours: 1,975 1,957.5	1.0	Addition	\$39,972	\$12,878	\$52,850
Legal Assistant II \$20.42/hr Position # 102.060.024 Hours: 1,975 1,957.5	1.0	Addition	\$39,972	\$7,502	\$47,474
Legal Assistant II \$20.42/hr Position # 110.060.024 Hours: 1,975 1,957.5	1.0	Addition	\$39,972	\$13,718	\$53,690
LTE Co-op/Intern Student \$8.00/hr Position # 100.024.001 Reduction in Work Hrs. by 775 Hrs.		Reduce Hours by 775			(\$6,168)
TOTAL BUDGET IMPACT					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The change of this resolution is not reflected in the 2019 Proposed Budget.

Respectfully submitted,
PUBLIC SAFETY COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

Education & Recreation Committee and Executive Committee

No. 13j -- RESOLUTION REGARDING A CHANGE TO THE NEW ZOO TABLE OF ORGANIZATION – ZOO EDUCATOR.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the demand for NEW Zoo programs, both onsite and offsite, has increased significantly each year; and

WHEREAS, the current staff is consistently working more than 40 hours per week to keep up with demand for NEW Zoo programs; and

WHEREAS, the NEW Zoo desires to change the title of Zoo Educator to Seasonal Assistant Zoo Educator and increase this position's hours from .23 FTE to .69 FTE.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the NEW Zoo Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, are hereby approved: Change the title of Zoo Educator to Seasonal Assistant Zoo Educator and increase the hours for this position from .23 FTE to .69 FTE.

Budget Impact:

NEW Zoo

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Zoo Educator \$9.05/hr Position #904.900.057 Hours: 478	.23	Deletion	(\$4,326)	(\$438)	(\$4,764)
Seasonal Assistant Zoo Educator \$9.05/hr Position TBD Hours: 1,441	.69	Addition	\$13,041	\$2,784	\$15,825
Annualized Budget Impact					\$11,061

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
EDUCATION AND RECREATION
COMMITTEE

EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13J

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 7, 2018
REQUEST TO: Education and Recreation Committee and Executive Committee
MEETING DATE: October 11, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING A CHANGE TO THE NEW ZOO TABLE OF ORGANIZATION – ZOO EDUCATOR

ISSUE/BACKGROUND INFORMATION:

The NEW Zoo is requesting to change the position title and additional hours for the current Zoo Educator position due to the additional demand for zoo educational programs both onsite and offsite each year.

ACTION REQUESTED:

- Approval to change the Summer Zoo Educator Position to Seasonal Assistant Zoo Educator Position and additional hours for the position from .23 FTE to .69 FTE.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$11,061
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13j

No. 13k -- RESOLUTION REGARDING HUSBANDRY ASSISTANT FOR THE NEW ZOO
TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, additional hours are needed for Husbandry Assistant to meet day-to-day animal care operations in a manner required by AZA Accreditation Standards and USDA Standards of Care as defined under the Animal Welfare Act; and

WHEREAS, the NEW Zoo desires to increase the Husbandry Assistant hours from 1.41 LTE to 1.79 LTE to meet the day-to-day animal care needs.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following change to the NEW Zoo Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, is hereby approved: Adding .38 LTE hours to the Husbandry Assistant position.

Budget Impact:

NEW Zoo

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Husbandry Assistant \$8.25/hr Position #902.900.057 Hours: 2,932	1.41	Deletion	(\$24,196)	(\$2,553)	(\$26,749)
Husbandry Assistant \$8.25/hr Position #902.900.057 Hours: 3,744	1.79	Addition	\$30,888	\$5,229	\$36,117
Annualized Budget Impact					\$9,368

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
EDUCATION AND RECREATION
COMMITTEE

EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13K

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 7, 2018
REQUEST TO: Education and Recreation Committee and Executive Committee
MEETING DATE: October 11, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Husbandry Assistant for the NEW Zoo Table of Organization

ISSUE/BACKGROUND INFORMATION:

The NEW Zoo is requesting additional hours for the Husbandry Assistant to meet day-to-day animal care operations as required by the AZA Accreditation Standards and USDA Standards of Care under the Animal Welfare Act.

ACTION REQUESTED:

- Approval of .38 LTE hours for the Husbandry Assistant for the NEW Zoo Table of Organization

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$9,368
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13K

No. 13I -- RESOLUTION REGARDING A CHANGE TO THE ACCOUNT CLERK POSITION IN THE NEW ZOO TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, due to increased workload and cash handling compliance measures, the NEW Zoo desires to change the .50 FTE Account Clerk position to one (1.00) FTE Account Clerk position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following change to the NEW Zoo Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, is hereby approved: To change the .50 FTE Account Clerk position to one (1.00) FTE Account Clerk position.

Budget Impact:

NEW Zoo

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Account Clerk \$15.73/hr Position #101.040.057 Hours: 1,040	.50	Deletion	(\$16,359)	(\$2,540)	(\$18,899)
Account Clerk \$15.73/hr Position #101.040.057 Hours: 2,088	1.0	Addition	\$32,844	\$14,961	\$47,805
Annualized Budget Impact					\$28,906

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
EDUCATION AND RECREATION
COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13L ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 7, 2018

REQUEST TO: Education and Recreation Committee and Executive Committee

MEETING DATE: October 11, 2018 and October 22, 2018

REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING A CHANGE TO THE ACCOUNT CLERK POSITION IN THE
NEW ZOO TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

Due to increased workload and correctly compiling with cash handling procedures, the NEW Zoo would like to change the .50 Account Clerk to one (1.00) full-time Account Clerk.

ACTION REQUESTED:

- Approval of change of a .50 Account Clerk to one (1.00) full-time Account Clerk for the NEW Zoo Table of Organization

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$28,907
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? Will be included in the admission revenue for 2019 and going forward.
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

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**No. 13m -- RESOLUTION REGARDING CHANGES TO THE PARKS DEPARTMENT
TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the current Parks Department LTE seasonal staff wages have not been increased in five (5) years, and more competitive wages are needed to maintain summer operations including performing park maintenance, maintaining park rule compliance, and providing customer service in our 17 area parks; and

WHEREAS, it was a challenge to fill these position in 2018; and

WHEREAS, LTE seasonal staff are the backbone of the Department's summer operations;
and

WHEREAS, the Department was not able to complete its spring duties in a timely manner in 2018, which resulted in opening delays; and

WHEREAS, the Parks Department desires increasing the LTE seasonal staff wages.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Parks Department Table of Organization, as indicated in the below "Budget Impact" section of this Resolution, are hereby approved: Increase LTE seasonal staff wages.

Budget Impact:

Parks

Annualized Budget Impact	FTE	Addition /Deletion	Salary	Fringe	Total
Seasonal Park Worker \$10.25/hr Position # 900.900.062 Hours: 15,533	7.46	Deletion	(\$159,210)	(\$16,804)	(\$176,014)
Seasonal Trail Ranger \$10.25/hr Position # 901.900.062 Hours: 1,712	.82	Deletion	(\$17,548)	(\$3,006)	(\$20,554)
Seasonal Reforest Camp Worker \$10.25/hr Position # 907.900.062 Hours: 2,538	1.22	Deletion	(\$26,015)	(\$2,745)	(\$28,760)
Summer Park Worker \$10.25/hr Position # TBD Hours: 5,449	2.61	Addition	\$55,852	\$5,055	\$60,907

Park Worker \$11.00/hr Position # TBD Hours: 5,015	2.40	Addition	\$55,165	\$4,993	\$60,158
Lead Park Worker \$12.00/hr Position # TBD Hours: 4,747	2.27	Addition	\$56,964	\$5,115	\$62,079
Trail Ranger \$11.00/hr Position # TBD Hours: 1,002	.48	Addition	\$11,022	\$998	\$12,020
Lead Trail Ranger \$12.00/hr Position # TBD Hours: 1,190	.57	Addition	\$14,280	\$1,292	\$15,572
Park Worker-Reforestation Camp \$11.00/hr Position # TBD Hours: 1,190	.57	Addition	\$13,090	\$1,185	\$14,275
Lead Park Worker-Reforestation Camp \$12.00/hr Position # TBD Hours: 1,190	.57	Addition	\$14,280	\$1,292	\$15,572
Annualized Budget Impact					\$15,255

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
EDUCATION AND RECREATION
COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13M

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 7, 2018
REQUEST TO: Education and Recreation Committee and Executive Committee
MEETING DATE: October 11, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Changes to the Parks Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Department is requesting changes to its Table of Organization to increase the LTE seasonal staff wages. The current wages have not been raised in five years and more competitive wages are needed to maintain the Parks Department summer operations in 17 area parks.

ACTION REQUESTED:

- Approval of the Parks Department Table of Organization changes.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$15,255
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13m

Human Services Committee and Executive Committee

No. 13n -- RESOLUTION TO ADD ONE SOCIAL WORKER/CASE MANAGER TO THE HEALTH AND HUMAN SERVICES DEPARTMENT TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Brown County Health and Human Services Department's Comprehensive Community Services (CCS) program provides psychosocial rehabilitation services to clients with mental health and substance use disorders that need more than an outpatient level of care, but less than what a Community Support Program requires; and

WHEREAS, the Department of Health and Human Services desires to add one (1.00) FTE Social Worker/Case Manager Position in the children and youth area of its Table of Organization to manage the growth of the number of children and youth requiring CCS, for which there cannot be a waitlist as this is an entitlement program; and

WHEREAS, the services are fully funded by Federal and State Medicaid.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following Position shall be added to the Department of Health and Human Services Table of Organization, as described below in the "Budget Impact" section of this Resolution, is hereby approved: Add one (1.00) FTE Social Worker/Case Manager.

Budget Impact:

Health and Human Services-Community Services

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager \$24.38/hr Position #TBD Hours: 2,088	1.00	Addition	\$47,724	\$8,466	\$56,190
Annualized Budget Impact					\$56,190

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13N

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23800
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PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 2, 2018
REQUEST TO: Human Services Committee and Executive Committee
MEETING DATE: October 16, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION TO ADD ONE SOCIAL WORKER/CASE MANAGER TO THE HEALTH AND HUMAN SERVICES DEPARTMENT TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Department is requesting an additional Social Worker/Case Manager to manage the growth of the number of children and youth in the Comprehensive Community Services program.

ACTION REQUESTED:

- Approval for an additional Social Worker/Case Manager for the Department of Health and Human Services

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$56,190
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? 201.076.140.148.5100
 2. If no, how will the impact be funded? Position costs will be offset by increased Medical Assistance revenues generated by case management activities
G/L 201.076.140.148.5100

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13n

No. 13o -- RESOLUTION TO REASSIGN A SOCIAL WORKER/CASE MANAGER IN THE
DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF
ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, it has been difficult during the last three years for the Department of Health and Human Services-Child Protection unit to provide mandated services to protect children due to staff turnover, increased case intensity, emergency removals of children from their homes, and an inability to hire and retain experienced staff; and

WHEREAS, Brown County currently has low pay and high caseloads regarding Child Protective Services (CPS) Social Worker/Case Manager Positions, and the job market is exceptionally competitive; and

WHEREAS, high caseloads make it difficult to comply with CPS mandates, and may lead to children spending more time placed out of home, and to staff missing safety-related family conditions due to their inexperience or lack of time to meet with children and families; and

WHEREAS, the percentage of screened in CPS reports has historically been 30%, but increased to 34% in 2018, referrals for sexual abuse increased 17% from 2017 to 2018, and referrals for emotional damage increased by 26% from 2017 to 2018; and

WHEREAS, Brown County has the third highest number of CPS reports in the state, and the second highest number of CPS screened in reports in the state; and

WHEREAS, it is desirable to reassign one (1.00) FTE Social Worker/Case Manager position from the Adult Behavioral Health unit to the CPS unit, and to review the reassignment when the needs of the program have been stabilized.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Health and Human Services Table of Organization, as described below in the "Budget Impact" section of this Resolution, are hereby approved: Reassign one (1.00) FTE Social Worker/Case Manager position from the Adult Behavioral Health unit to the Child Protective Services unit, and review the reassignment when the needs of the program have been stabilized.

Budget Impact:

Health and Human Services-Community Services

Partial Budget Impact - 2018	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager (Adult Behavioral Health) \$21.45/hr Position #196.630.076	1.0	Deletion	(\$3,486)	(\$1,975)	(\$5,461)

Hours: 1,950					
Social Worker/Case Manager (Child Protective Services) \$21.45/hr Position #196.630.076 Hours: 1,950	1.0	Addition	\$3,486	\$1,975	\$5,461
Partial Budget Impact					\$0

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager (Adult Behavioral Health) \$21.45/hr Position #196.630.076 Hours: 1,950	1.0	Deletion	(\$41,826)	(\$23,703)	(\$65,529)
Social Worker/Case Manager (Child Protective Services) \$21.45/hr Position #196.630.076 Hours: 1,950	1.0	Addition	\$41,826	\$23,703	\$65,529
Annualized Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #130

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

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PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 26, 2018
REQUEST TO: Human Services Committee and Executive Committee
MEETING DATE: October 16, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION TO REASSIGN A SOCIAL WORKER/CASE MANAGER IN THE
DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

Child Protection is challenged to properly carry out mandated services to protect children. Over the past 3 years, three factors have significantly hampered the Department's ability to provide child protective services that are effective and meet standards: Staff turnover of 50%, increased intensity of cases and emergency removals of children from their homes, and the inability to hire and retain experienced staff.

ACTION REQUESTED:

- The Department is requesting approval for reassignment of a Social Worker/Case Manager position from Adult Behavioral Health with primary responsibilities to homeless outreach to Children, Youth, and Families with primary responsibilities for Child Protective Services. The Department also requests the position reassignment from Children, Youth and Families to Adult Behavioral Health when the needs of the program area have been stabilized.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

- Is there a fiscal impact? ☐ Yes ☒ No
 - If yes, what is the amount of the impact? \$
 - If part of a bigger project, what is the total amount of the project? \$
 - Is it currently budgeted? ☒ Yes ☐ No
 - If yes, in which account?
 - If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

130

No. 13p -- RESOLUTION REGARDING CHANGES TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF ORGANIZATION – CLERK IV POSITIONS.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, three clerical positions in the Health and Human Services Department now require less technical knowledge following the transition to the Avatar system for processing Long Term Care invoices for payment; and

WHEREAS, an additional Staff Accountant I position is needed for the efficient operation of the Human Services finance unit, including support for both Community Services and Community Treatment Center accounting and reporting; and

WHEREAS, the Department desires that: three (3.00) FTE Clerk IV Data Control positions, currently at Pay Grade 16, become three (3.00) Clerk III Data Control positions at Pay Grade 17; and that one (1.00) FTE Clerk IV Data Control position, currently at Pay Grade 16, becomes one Staff Accountant I position at Pay Grade 14.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department of Health and Human Services Table of Organization, as reflected below in the "Budget Impact" section to this Resolution, are hereby approved: Delete three (3.00) FTE Clerk IV/Data Control positions in Pay Grade 16, add three (3.00) Clerk III/Data Control positions in Pay Grade 17, delete one (1.00) FTE Clerk IV/Data Control position in Pay Grade 16, and add one (1.00) Staff Accountant I position in Pay Grade 14.

Budget Impact:

Health and Human Services – Community Services

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Clerk IV/Data Control (PG 16) \$19.92/hr Position #104.074.076 \$19.92/hr Position #107.074.076 \$15.73/hr Position #109.074.076 Hours: 1,957.50 (each)	3.0	Deletion	(\$108,779)	(\$48,328)	(\$157,107)
Clerk III / Data Control (PG 17) \$19.92/hr Position #104.074.076 \$19.92/hr Position #107.074.076 \$15.73/hr Position #109.074.076 Hours: 1,957.50 (each)	3.0	Addition	\$108,779	\$48,328	\$157,107
Clerk IV/Data Control (PG 16) \$18.74/hr Position #101.074.076 Hours: 1,957.50	1.0	Deletion	(\$36,684)	(\$23,437)	(\$60,121)
Staff Accountant I (PG 14)	1.0	Addition	\$40,424	\$24,017	\$64,441

\$20.65/hr Position #101.074.076 Hours: 1,957.50					
Annualized Budget Impact					\$4,320

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13P ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 2, 2018
REQUEST TO: Human Services Committee and Executive Committee
MEETING DATE: October 16, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING CHANGES TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF ORGANIZATION – CLERK IV POSITIONS

ISSUE/BACKGROUND INFORMATION:

The Department is requesting to change three Clerk IV Data Control positions to three Clerk III Data Control positions due to change in processing Long Term Care Invoices as well as changing one Clerk IV Data Control position to an Accountant I with an increase in pay for the level of responsibility required for this position.

ACTION REQUESTED:

- Approval of the Clerk/Staff Accountant Changes for the Department of Health and Human Services Table of Organization.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$4,320
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? There will be savings from 2018 turnover of Clerk III position.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13P

No. 13q -- RESOLUTION REGARDING CHANGES TO THE HEALTH AND HUMAN SERVICES DEPARTMENT TABLE OF ORGANIZATION – ECONOMIC SUPPORT UNIT.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Wisconsin Shares Child Care Assistance (WSCCA) program is administered by the Health and Human Services Department's Economic Support Unit and helps low income families pay for child care so that parents/caretakers can go to work, school, or participate in approved training programs; and

WHEREAS, in Brown County, each WSCCA case is managed by two workers, including an Economic Support Worker who determines eligibility for the program, and a Child Care Coordinator who enters authorization so payments can be made to daycare providers; and

WHEREAS, the Department would like to shift to the "one worker" model as recommended by the State Department of Children, and in late 2018 significant policy changes through the Federal Child Care and Development Block Grant will occur creating workload demands that would be better managed by a single worker; and

WHEREAS, it is desirable to make the following changes to the Health and Human Services Department's Economic Support Unit Table of Organization, as indicated below in the "Budget Impact" section of this Resolution: Delete two (2.00) FTE Social Service Aide II positions, add two (2.00) FTE Economic Support Specialist positions, and add one (1.00) FTE Economic Support Supervisor position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Economic Support Unit in the Department of Health and Human Services Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, are hereby approved: Delete two (2.00) FTE Social Service Aide II positions, add two (2.00) FTE Economic Support Specialist positions, and add one (1.00) FTE Economic Support Supervisor position.

Budget Impact:

Health and Human Services-Community Services

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Services Aide III /Day Care \$20.02/hr Position #108.640.076 \$19.95/hr Position #106.640.076 Hours: 1,957.50 (each)	2.00	Deletion	(\$78,242)	(\$47,443)	(\$125,685)
Economic Support Specialist \$16.64/hr Position #108.640.076 \$16.64/hr Position #106.640.076	2.00	Addition	\$65,146	\$29,224	\$94,370

Hours: 1,957.50 (each)					
Economic Support Supervisor \$25.04/hr Position #TBD Hours: 2,088	1.00	Addition	\$52,284	\$17,690	\$69,974
100% reimbursement by State and Federal funding					\$38,659
Annualized Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13Q

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 5, 2018
REQUEST TO: Human Services Committee and Executive Committee
MEETING DATE: October 16, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING CHANGES TO THE HEALTH AND HUMAN SERVICES
DEPARTMENT TABLE OF ORGANIZATION – ECONOMIC SUPPORT UNIT

ISSUE/BACKGROUND INFORMATION:

The Department is requesting changes to the Economic Support Unit to improve access to the program, improve customer service, increase quality and integrity of case management and increase workload efficiencies. There is a shift in the child care program philosophy stemming from the Federal Child Care Development Block Grant. To prepare for the upcoming changes, the Department would like to move to a single, stream-lined approach.

ACTION REQUESTED:

- Approval for deletion of two Social Service Aide III positions, the addition of two Economic Support Specialist positions, and the addition of one Economic Support Supervisor position.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? 201.076.130.138.4302.2203, 201.076.130.138.4302.0852 and 201.076.130.138.5100
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

138

No. 13r -- RESOLUTION ADDING A .50 FTE SOCIAL SERVICES AIDE I POSITION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Children's Long Term Support (CLTS) program has grown in the past year as a result of a state-wide initiative to eliminate waitlists, which increased enrollment in the program by approximately 250 children; and

WHEREAS, the current support person provides assistance for CLTS and Birth to Three programs, both of which continue to see increased referrals for services requiring support for program enrollment, assessment, and monitoring; and

WHEREAS, the Department of Health and Human Services desires to add an .50 FTE Social Services Aide I position, the funding of which will be reimbursed by Children's Long Term Support Administrative Costs, to support the Children's Long Term Support and Birth to Three Programs; and

WHEREAS, should the funding reimbursement for this position be eliminated, the position will end and be eliminated from the Department's Table of Organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department of Health and Human Services Table of Organization, as reflected below in the "Budget Impact" section of this Resolution, are hereby approved, with the caveat that, should funding reimbursement for this position cease, this position will end and be eliminated from the Department of Health and Human Services Table of Organization: Add .50 FTE Social Services Aide I position.

Budget Impact:

Health and Human Services-Community Services

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Services Aide I \$16.96/hr Position #TBD Hours: 1,044	.50	Addition	\$17,638	\$12,281	\$29,919
Reimbursement from Children's Long Term Support Administrative Costs					\$29,919
Annualized Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget. Funding reimbursement will be provided through the Children's Long Term Support Administrative Costs.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13R

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

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GREEN BAY, WI 54305-3600



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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 2, 2018
REQUEST TO: Human Services Committee and Executive Committee
MEETING DATE: October 16, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION ADDING A .50 FTE SOCIAL SERVICES AIDE I POSITION TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF ORGANIZATION

ISSUE/BACKGROUND INFORMATION:

The Department is requesting an additional .50 FTE Social Services Aide I to support the Children's Long Term Support and Birth to Three Program. The Children's Long Term Support program has grown in the past year as a result of the state-wide initiative to eliminate the waitlist. The waitlist change increased enrollment in the program by approximately 250 children.

ACTION REQUESTED:

- Approval of the addition of a .50 FTE Social Services Aide I for supporting the Children's Long Term Support and Birth to Three programs.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? Reimbursement from Children's Long Term Support Administrative Costs

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13r

No. 13s -- RESOLUTION REGARDING CHANGES TO THE HEALTH AND HUMAN SERVICES DEPARTMENT TABLE OF ORGANIZATION – ADD CRIMINAL JUSTICE DIVISION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Department of Health and Human Services has requested changes to its Table of Organization to support the creation of a Criminal Justice Division (CJD); and

WHEREAS, the creation of a CJD and related positions would combine case management services for the Treatment Courts, Diversion Program, Jail Liaison and other criminal justice-related services under one Human Services Manager; and

WHEREAS, it is desirable to move positions currently listed under the Adult Behavioral Health unit that support Treatment Courts to the newly created CJD; and

WHEREAS, a CJD would promote a coordinated, evidence-based system of care for addressing needs of pre-trial and sentenced individuals, enhance public safety by promoting community service, employment and education to reduce recidivism, and empower participants to become productive and responsible while supporting accountability for law violations; and

WHEREAS, creating a CJD would bring services together in one organizational unit.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department of Health and Human Services Table of Organization, as indicated below in the “Budget Impact” section of this Resolution, are hereby approved: 1) Add four (4.0) FTE Social Worker/Case Manager positions; 2) add one (1.00) Human Services Manager position; 3) create a Criminal Justice Division under the Department of Health and Human Services and move (1.0) FTE Clerk II position, (2.0) Social Worker/Case Manager positions, (2.0) Treatment Court Case Manager positions and (1.0) TAD/CJCC Court Supervisor position from the Adult Behavioral Health unit to the Criminal Justice Division.

Budget Impact:

Health and Human Services-Community Services

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Social Worker/Case Manager \$21.00/hr Position #TBD Hours: 2,088	4.00	Addition	\$164,432	\$64,020	\$228,452
Human Services Manager \$33.65/hr Position #TBD Hours: 2,088	1.00	Addition	\$70,261	\$28,677	\$98,938
Elimination of Contracted Services for Day Report Center					(\$327,390)

Annualized Budget Impact

\$0.00

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13S

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 2, 2018
REQUEST TO: Human Services Committee and Executive Committee
MEETING DATE: October 16, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING CHANGES TO THE HEALTH AND HUMAN SERVICES
DEPARTMENT TABLE OF ORGANIZATION – ADD CRIMINAL JUSTICE DIVISION

ISSUE/BACKGROUND INFORMATION:

The Department of Health and Human Services is requesting changes to the Table of Organization to support the creation of a Criminal Justice Division. The creation of this division and related positions is intended to combine case management services for the Treatment Courts, Diversion Program Services, Jail Liaison Services, and other criminal justice related services.

ACTION REQUESTED:

- Approval of the Department of Health and Human Services Table of Organization changes to create a Criminal Justice Division and related positions.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? Contracted Services to Day Report Center
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

135

No. 13t -- RESOLUTION REGARDING CHANGES TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF ORGANIZATION – PUBLIC HEALTH PLANNER.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Department of Health and Human Services has reviewed its vacant .70 FTE Public Health Educator Position, and desires to delete said position and to add one (1.00) FTE Public Health Planner to perform functions specific to public health planning and also to coordinate activities to prepare for Public Health Accreditation.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department of Health and Human Services Table of Organization, as indicated below in the "Budget Impact" section of this Resolution, are hereby approved: Delete one (1.00) .70 FTE Public Health Educator and add one (1.00) FTE Public Health Planner.

Budget Impact:

Health and Human Services-Public Health

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Public Health Educator \$25.06/hr Position #115.290.060 Hours: 1,456	.70	Deletion	(\$36,628)	(\$12,460)	(\$49,088)
Public Health Planner \$25.06/hr Position #115.290.060 Hours: 2,088	1.0	Addition	\$52,325	\$10,645	\$62,970
Annualized Budget Impact					\$13,882

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13T ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
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GREEN BAY, WI 54305-3600



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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 2, 2018
REQUEST TO: Human Services Committee and Executive Committee
MEETING DATE: October 16, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: RESOLUTION REGARDING CHANGES TO THE DEPARTMENT OF HEALTH AND HUMAN SERVICES TABLE OF ORGANIZATION - PUBLIC HEALTH PLANNER

ISSUE/BACKGROUND INFORMATION:

The Department is requesting to change the vacant .70 FTE Public Health Educator position to one full-time Public Health Planner position. This position would advance the goals of the division and perform public health planning as well as coordinate activities to prepare for Public Health Accreditation.

ACTION REQUESTED:

- Approval of the changes for the Department of Health and Human Services Table of Organization.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$13,882
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

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**No. 13u -- RESOLUTION TO ADD AN ENVIRONMENTAL HEALTH TECHNICIAN TO
THE DEPARTMENT OF HEALTH AND HUMAN SERVICES-PUBLIC HEALTH
DIVISION TABLE OF ORGANIZATION AND INCREASE LICENSING FEES.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Department of Health and Human Services – Public Health Division inspects and licenses various establishments in Brown County, including Tourist Rooming Houses (TRHs), and has identified a need to inspect and license approximately 195 additional establishments as TRHs in Brown County; and

WHEREAS, the Brown County Room Tax Committee has indicated that the estimated number of TRH's in Brown County is approximately 250, while the number of licensed TRHs is approximately 55; and

WHEREAS, given the approximately 195 additional inspections and licenses the additional TRHs entail, it would be difficult for the Public Health Division to carry out its inspection and licensing duties under its current staffing model while also carrying out its other mandated duties, and this could negatively impact the health and safety of Brown County residents; and

WHEREAS, current Sanitarians would not be able to absorb this additional TRH workload, but an Environmental Health Technician would be able to take on these duties, as well as assist the Sanitarians with licensing requirements; and

WHEREAS, there is currently software that the county may access in 2019 for \$10,500 to ensure the accurate identification of TRHs in Brown County; and

WHEREAS, the Department desires to add one (1.00) FTE Environmental Health Technician, and to access TRH identification software in 2019; and

WHEREAS, in order to fund the additional FTE Environmental Health Technician, and to pay for access to TRH identification software in 2019, it is desirable to increase the TRH license fee from \$145 to \$235 per license.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department of Health and Human Services Table of Organization-Public Health Division, as indicated below in the "Budget Impact" section of this Resolution, is hereby approved: Add one (1.00) FTE Environmental Health Technician; and

BE IT FURTHER RESOLVED, that, effective 01-01-2019, the Tourist Rooming House (TRH) license fees shall be increased from \$145 to \$235 per license, in order to fund the new position and to fund access to TRH identification software in 2019.

Budget Impact:

Health and Human Services-Public Health

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Environmental Health Technician \$21.08/hr Position #TBD Hours: 1,958	1.0	Addition	\$41,264	\$16,160	\$57,424
2019 Access to Tourist Rooming House Identification Software					\$10,500
Increase in Tourist Rooming House license fee from \$145 to \$235 per license					(\$67,424)
Annualized Budget Impact					\$0

Fiscal Note: This resolution is not included in the 2019 Proposed Budget. The increase in personnel expenses, and the access to Tourist Rooming House identification software in 2019, will be paid by the increase in Tourist Rooming House license fees, from \$145 per license to \$235 per license.

Respectfully submitted,
HUMAN SERVICES COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Budget Request of: Brown County Supervisor
Approved by Corporation Counsel

Planning, Development & Transportation Committee and Executive Committee

**No. 13v -- RESOLUTION REGARDING CHANGES TO THE DEPARTMENT OF PORT
AND RESOURCE RECOVERY TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Department has requested changes to their Table of Organization with the Hazardous Materials Recovery (HMR) program expanding its public collection hours; and

WHEREAS, an additional .50 FTE Resource Recovery Associate will be needed for the expanded hours, and deleting one (1.00) LTE Co-op Intern Student and adding one (1.00) Limited Term Employee will increase flexibility of retaining students after graduation and an increase in pay will assist recruitment.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Department of Port and Resource Recovery Table of Organization are hereby approved, as reflected below in the "Budget Impact" section of this Resolution: Add

.50 FTE Resource Recovery Associate, delete one (1.00) LTE Co-Op Intern Student, and add one (1.00) Resource Recovery Aide.

Budget Impact:

Port and Resource Recovery

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Resource Recovery Associate	.50	Addition	\$16,934	\$5,044	\$21,978
LTE-Co-op/Intern Student	1.00	Deletion	(\$20,800)	(\$1,966)	(\$22,766)
Resource Recovery Aide	1.00	Addition	\$24,960	\$1,966	26,926
Annualized Budget Impact					\$26,138

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
PLANNING, DEVELOPMENT, &
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13V

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
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PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: September 14, 2018
REQUEST TO: Planning, Development & Transportation Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Changes to the Department of Port and Resource Recovery Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Department of Port and Resource Recovery has requested changes to their Table of Organization with the Hazardous Materials Recovery (HMR) program expanding its public collection hours, and seeks to do the following: Add .50 FTE Resource Recovery Associate, delete one (1.00) LTE Co-Op Intern Student, and add one (1.00) Resource Recovery Aide.

ACTION REQUESTED:

- Approval of the Department of Port and Resource Recovery Table of Organization changes.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$26,138
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? 655.079.001.5100
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13v

No. 13w -- RESOLUTION REGARDING RECLASSIFICATION OF COMMUNITY GARDEN COORDINATOR POSITION FOR THE UW-EXTENSION TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, funding for the UW-Extension Community Garden Coordinator position is provided by Brown County levy dollars through UW-Extension and the City of Green Bay; and

WHEREAS, the UW-Extension is requesting to reclassify the position from a Limited Term Employee to a Full Time Employee, as the employee has been in the position since June 2015 and has been taking allowable benefits; and

WHEREAS, the UW-Extension desires to reclassify this position from one (1.00) LTE to one (1.00) FTE Community Garden Coordinator.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the UW-Extension Table of Organization are hereby approved, as reflected in the "Budget Impact" section of this Resolution, below: Reclassify one (1.00) LTE Community Garden Coordinator to one (1.00) FTE Community Garden Coordinator.

Budget Impact:

UW Extension

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE Community Garden Coordinator \$15.00/hr Position #101.900.083 Hours: 2,088	1.00	Deletion	(\$31,320)	(\$14,073)	(\$45,393)
Community Garden Coordinator \$15.00/hr Position #101.900.083 Hours: 2,088	1.00	Addition	\$31,320	\$14,073	\$45,393
Annualized Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
PLANNING, DEVELOPMENT, AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13W

HUMAN RESOURCES DEPARTMENT

Brown County

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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 31, 2018
REQUEST TO: Planning, Development, & Transportation Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Reclassification of the Community Garden Coordinator for the UW-Extension Table of Organization

ISSUE/BACKGROUND INFORMATION:

Funding from the UW-Extension Community Garden Coordinator position is provided by the Brown County levy dollars through the UW-Extension and the City of Green Bay. This program continues to grow in our community. The request is to reclassify this position from a limited-term position to a full-time position.

ACTION REQUESTED:

- Reclassification of the Community Garden Coordinator position with the UW-Extension to a full-time position.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact?
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13w

**No. 13x -- RESOLUTION REGARDING DELETION OF ONE HIGHWAY CREW POSITION
FOR THE DEPARTMENT OF PUBLIC WORKS TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Town of Green Bay will not be having Brown County plow snow for them this year; and

WHEREAS, the Department of Public Works desires to delete one (1.00) FTE Highway Crew Position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following change to the Department of Public Works Table of Organization are hereby approved, as described below in the "Budget Impact" section of this Resolution: Eliminate one (1.00) FTE Highway Crew position.

Budget Impact:

Public Works

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Highway Crew \$21.88/hr Position #102.500.044 Hours: 2,088	1.00	Deletion	(\$45,685)	(\$15,752)	(\$61,437)
Annualized Budget Impact					(\$61,437)

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
PLANNING, DEVELOPMENT, AND
TRANSPORTATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13X

HUMAN RESOURCES DEPARTMENT

Brown County

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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 31, 2018
REQUEST TO: Planning, Development, & Transportation Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance
TITLE: Resolution Regarding Deletion of one Highway Crew position for the Department of Public Works Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Department of Public Works has requested the deletion of one Highway Crew position in their Department due to not having to plow for the Town of Green Bay. Therefore, the Department can reduce their Highway Crew staff by one position.

ACTION REQUESTED:

- Deletion of one Highway Crew position for the Department of Public Works.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? There will be a net reduction of \$36,437.
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? 660.044.001.5100
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13x

Public Safety Committee and Executive Committee

**No. 13z -- RESOLUTION REGARDING CHANGES TO THE SHERIFF'S DEPARTMENT
TABLE OF ORGANIZATION – DRUG TASK FORCE.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the complexity of Drug Task Force (DTF) investigations requires Narcotics Investigators to work side by side with Intelligence Analysts; and

WHEREAS, analytical support positions are relatively new to local law enforcement agencies, but have been used extensively for years by Federal and Military organizations, and are essential to running both small and large investigations; and

WHEREAS, the Sheriff's Department desires to change the Computer Forensic Crime Analyst position to a DTF Advanced Intelligence Analyst position, and the High Intensity Drug Trafficking Area (HIDTA) program would partially fund the new position; and

WHEREAS, should the HIDTA funding be eliminated, the DTF Advanced Intelligence Analyst position will end and be eliminated from the Department's Table of Organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Sheriff's Department Table of Organization are hereby approved, as indicated in the "Budget Impact" section of this Resolution below: Change one (1.00) FTE Computer Forensic Crime Analyst position to one (1.00) FTE DTF Advanced Intelligence Analyst position, to be funded in part by HIDTA funds; and

WHEREAS, should the HIDTA partial funding for the position be eliminated, the DTF Advanced Intelligence Analyst position will end and be eliminated from the Department's Table of Organization.

Budget Impact:

Sheriff

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Computer Forensic Crime Analyst \$24.01/hr Position #103.730.074 Hours: 2,088	1.0	Deletion	(\$50,112)	(\$8,980)	(\$59,092)
DTF Advanced Intelligence Analyst \$29.25/hr Position #103.730.074 Hours: 2,088	1.0	Addition	\$61,074	\$10,681	\$71,755
Funding from HIDTA					(\$12,663)
Annualized Budget Impact					\$0

Fiscal Note: This resolution does not require an appropriation from the General Fund. Funding will be provided through High Intensity Drug Trafficking Area (HIDTA) grant.

Respectfully submitted,
PUBLIC SAFETY
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13Z

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 1, 2018
REQUEST TO: Public Safety Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources

REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Changes for the Sheriff's Department Table of Organization – Drug Task Force

ISSUE/BACKGROUND INFORMATION:

The Sheriff's Department is requesting to change the Computer Forensic Crime Analyst position to a DTF Advanced Intelligence Analyst position due to the complexity of Drug Task Force investigations.

ACTION REQUESTED:

- Approval to change the Computer Forensic Crime Analyst position to a DTF Advanced Intelligence Analyst position

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☐ Yes ☒ No
 - a. If yes, what is the amount of the impact? \$0; HIDTA fully funds this position and money is budgeted for the increase in their 2019 funding
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? HIDTA funded 100%. No tax dollars are used to fund this position.

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

132

**No. 13aa -- RESOLUTION REGARDING CHANGES TO THE SHERIFF'S DEPARTMENT
TABLE OF ORGANIZATION – MECHANIC INTERN.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Sheriff's Department has requested to change the job title of the LTE/Co-Op/Intern Student to LTE Mechanic Intern; and

WHEREAS, the Department would like to request a wage increase for the LTE Mechanic Intern Position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Sheriff's Department Table of Organization are hereby approved, as indicated below in the "Budget Impact" section of this Resolution: Change the job title from LTE/Co-Op/Intern Student to LTE Mechanic Intern, and increase the wage from \$7.75 per hour to \$9.50 per hour.

Budget Impact:

Sheriff

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
LTE/Co-Op/ Intern Student \$7.75/hr Position #900.900.074 Hours: 1,040	.5	Deletion	(\$8,060)	(\$637)	(\$8,697)
LTE Mechanic Intern \$9.50/hr Position #900.900.074 Hours: 1,040	.5	Addition	\$9,880	\$778	\$10,658
Annualized Budget Impact					\$1,961

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
PUBLIC SAFETY
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13AA

HUMAN RESOURCES DEPARTMENT

Brown County

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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 31, 2018
REQUEST TO: Public Safety Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Changes for the Sheriff's Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Sheriff's Department would like to change the job title of LTE/Co-Op/Intern Student to LTE Mechanic Intern as well as increase the wage for the LTE Mechanic Intern to attract more interested applicants.

ACTION REQUESTED:

- Approval to change the job title of LTE/Co-Op/Intern Student to LTE Mechanic Intern as well as increase the wage for the LTE Mechanic Intern

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$1,961 annually
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account? 100.074.001.5100
 2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

13aa

No. 13bb -- RESOLUTION REGARDING INCREASED HOURS FOR THE CLERK TYPIST III POSITION IN THE SHERIFF'S DEPARTMENT TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, there is a backlog of work in the Sheriff's Department evidence room and older cases need to be purged, but first there is a significant amount of work to be done to determine what needs to be kept, what may be released, and what may be disposed of; and

WHEREAS, the existing Sheriff's Department staff is not able to efficiently work on the backlog, even though it is utilizing sworn officers and light-duty personnel to assist, as the evidence that needs to be reviewed goes back to 2008; and

WHEREAS, when the backlog is eliminated, the Department will continue to need the extra hours for this position to help maintain the flow of items out of the evidence room; and

WHEREAS, the Sheriff's Department is requesting additional hours for the Clerk Typist III position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following changes to the Sheriff's Department Table of Organization are hereby approved, as indicated below in the "Budget Impact" section of this Resolution: Increase the hours from 37.5 per week/1,957.5 per year to 40 hours per week/2,088 per year for the Clerk Typist III position in the Sheriff's Department Table of Organization.

Budget Impact:

Sheriff

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Clerk Typist III \$18.70/hr Position #101.078.074 Hours: 1,957.50	1.0	Deletion	(\$36,605)	(\$23,489)	(\$60,094)
Clerk Typist III \$18.70/hr Position #101.078.074 Hours: 2,088	1.0	Addition	\$39,046	\$23,868	\$62,914
Annualized Budget Impact					\$2,820

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
PUBLIC SAFETY

EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

ATTACHMENT TO RESOLUTION #13BB

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
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GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 1, 2018
REQUEST TO: Public Safety Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance
TITLE: Resolution Regarding Increased Hours for the Clerk Typist III for the Sheriff Department
Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Sheriff's Department is requesting additional hours for the Clerk Typist III position due to a backlog in the evidence room regarding purging older cases. A significant amount of work needs to be done to determine if something can be released and to whom. With their existing staff, they are not able to work on the backlog.

ACTION REQUESTED:

- Approval of increased hours from 37.5 per week/1,957.5 per year to 40 hours per week/2,088 per year for the Clerk Typist III position for the Sheriff's Department.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$2,820 Wages and Fringes
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

13bb

**No. 13cc -- RESOLUTION REGARDING CHANGES TO THE SHERIFF'S DEPARTMENT
TABLE OF ORGANIZATION.**

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Sheriff's Department was one of the first law enforcement agencies to hire a civilian as a Computer Forensic Crime Analyst, but the local pay scale was not well established when the position was created; and

WHEREAS, duties of the position go beyond the forensic analysis of computers and include having knowledge regarding how data is stored on various types of devices; and

WHEREAS, this position exposes the analyst to images of child pornography on a regular, often daily, basis which limits the pool of qualified candidates that can tolerate viewing these disturbing images, this position requires undercover work at the direction of law enforcement officers to communicate with criminals online and the individual in this position is performing at a higher level than other comparable positions in Wisconsin; and

WHEREAS, the Sheriff's Department desires to eliminate one (1.00) FTE Computer Forensic Crime Analyst position and to create one (1.00) FTE Advanced Computer Forensic Analyst position.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that the following changes to the Sheriff's Department Table of Organization are hereby approved, as indicated below in the "Budget Impact" section of this Resolution: Eliminate one (1.00) FTE Computer Forensic Crime Analyst position and create one (1.00) FTE Advanced Computer Forensic Analyst.

Budget Impact:

Sheriff

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Computer Forensic Crime Analyst \$29.25/hr Position #102.730.074 Hours: 2,088	1.0	Deletion	(\$61,082)	(\$16,062)	(\$77,144)
Advanced Computer Forensic Analyst \$33.50/hr Position #102.730.074 Hours: 2,088	1.0	Addition	\$69,948	\$17,439	\$87,387
Annualized Budget Impact					\$10,243

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,

PUBLIC SAFETY
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approve by Corporation Counsel

ATTACHMENT TO RESOLUTION #13CC

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
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Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: October 1, 2018
REQUEST TO: Public Safety Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance

TITLE: Resolution Regarding Changes for the Sheriff's Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Sheriff's Department was one of the first agencies to hire a civilian as a Computer Forensic Crime Analyst. The local pay scale was not well established, but has grown in the last 4 years. These duties go beyond the forensic analysis of computers and include a knowledge base of how data is stored on all types of devices. These duties expose the analyst to images of child pornography on a regular basis which can limit the pool of candidates. This position is performing at a higher level than other comparable positions in our state.

ACTION REQUESTED:

- Approval to eliminate a Computer Forensic Crime Analyst position and create an Advanced Computer Forensic Analyst position

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$10,243
 - b. If part of a bigger project, what is the total amount of the project? \$ _____
 - c. Is it currently budgeted? ☒ Yes ☐ No
 1. If yes, in which account?
 2. If no, how will the impact be funded?

☒ **COPY OF RESOLUTION OR ORDINANCE IS ATTACHED**

Bcc

Administration Committee and Executive Committee

No. 13e -- RESOLUTION ESTABLISHING THE SALARY OF THE BROWN COUNTY EXECUTIVE (AN ELECTED OFFICIAL).

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, Wisconsin State Statutes direct the County Board to establish compensation for elected offices prior to the first date for filing nomination papers in an election year, with such compensation effective upon taking office for the new term; and

WHEREAS, Section 2.06(5) of the Brown County Code of Ordinances directs that the Administration committee shall make a recommendation regarding County Executive compensation, and the Executive Committee has examined compensation for the Brown County Executive; and

WHEREAS, the current County Executive salaries for Brown and twelve other Counties are:

COUNTY NAME	CO. POPULATION (USCB 2017 info)	2018 CO. EXEC. SALARY
Sawyer	16,418	\$112,507
Chippewa	63,813	\$120,000
Portage*	70,474	*\$84,511
Manitowoc	79,175	\$81,511
Fond du Lac	102,548	\$108,683
Kenosha	168,521	\$108,627
Winnebago**	170,414	**\$109,129
Outagamie	189,059	\$106,288
Racine	196,071	\$106,030
Brown	262,052	\$91,715
Waukesha	400,621	\$108,825
Dane	536,416	\$134,222
Milwaukee	952,085	\$129,115

**Portage Co. Exec. Salary increases to \$86,201 in 2019, and \$87,925 in 2020.*

***Winnebago Co. Exec. Salary increases to \$111,311 in 2019, and \$113,537 in 2020.*

NOW, THEREFORE, BE IT RESOLVED that the Brown County Board of Supervisors does hereby establish the total annual compensation for the Brown County Executive, effective the first day of a term of office that begins after the date this Resolution is adopted through the term of office, as follows:

County Executive	2018	2019	2020	2021	2022
Net Increase	\$908	\$2,064	\$2,110	\$2,157	\$2,206
Salary	\$91,715	\$93,779	\$95,889	\$98,046	\$100,252

BE IT FURTHER RESOLVED that each elective official is entitled to participate in the Wisconsin Retirement System ("WRS") as authorized by law. Each elected official is required to pay his or her share of the total WRS required contribution. Brown County will pay only its share of the total required WRS contribution. It is expressly recognized that these shares may change, when the required WRS rate is adjusted, as authorized by law. These contributions will be pre-tax.

BE IT FURTHER RESOLVED that each elective official is conditionally eligible for, and may elect to receive, health insurance through Brown County's group health insurance plan. This eligibility for health insurance coverage is expressly subject to the same terms and conditions (e.g., premium contribution, deductibles, and co-pays) as full-time, non-represented employees of Brown County.

BE IT FURTHER RESOLVED that each elective official is eligible for, and may elect to participate in, the fringe benefit package provided to full-time, non-represented employees of Brown County. Such eligibility and participation is subject to the same terms and conditions as the full time, non-represented employees of Brown County.

Fiscal Note: This resolution is not reflected in the 2019 Proposed Budget. Any increase will require additional funds in the 2019 Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel's Office

A motion was made by Supervisor Hoyer and seconded by Supervisor Suennen **"to adopt."**

A motion was made by Supervisor Evans and seconded by Supervisor Deslauriers **"to freeze the County Executive's salary at \$91,715.00."** Voice vote taken. Motion failed.

Following the failed motion a roll call vote was taken on Supervisor Hoyer's motion.

Roll Call:

Aye: Sieber, De Wane, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Tran, Moynihan, Suennen, Schadewald, Lund, Deneys

Nay: Nicholson, Evans, Deslauriers

Total Ayes: 23 Total Nays: 3

Motion passed.

No. 13f -- RESOLUTION AUTHORIZING USE OF GENERAL FUND FOR EMPLOYEE WAGE ADJUSTMENTS.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Schadewald "to receive and place on file." Voice vote taken. Motion carried unanimously with no abstentions.

No. 13fi -- RESOLUTION AUTHORIZING USE OF GENERAL REVENUE FOR EMPLOYEE WAGE ADJUSTMENTS.

AS AMENDED AT EXECUTIVE COMMITTEE ON 10-22-2018

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the Wisconsin Employment Relations Commission has set the Cost of Living Wage Adjustment at 2.25%; and

WHEREAS, it is in the best interest of the County to be competitive in the labor market, and it is desirable to provide a 2.25% wage adjustment for all non-union FTE Brown County employees who receive a satisfactory performance review on or before December 31, 2018, ~~and whose salaries are not redlined~~; and

WHEREAS, it is in the best interest of the County to have Administration appropriate any excess General Revenue Wages ~~for the purpose of cost of living adjustments, and~~ to make wage adjustments, as appropriate, for employees of departments covered under the compensation and classification study.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors that it hereby approves of and authorizes a 2.25% wage adjustment for all non-union FTE Brown County employees who receive a satisfactory performance review on or before December 31, 2018, ~~and whose salaries are not redlined~~; and

BE IT FURTHER RESOLVED by the Brown County Board of Supervisors that any excess portion of General Revenue Wages shall be used ~~for the purpose of cost of living adjustments, and~~ to make wage adjustments, as appropriate, for employees of departments covered under the compensation and classification study, and that County staff and officers shall ~~to~~ take any and all actions necessary to effectuate this.

Fiscal Note: This resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
ADMINISTRATION COMMITTEE &
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel's Office

A motion was made by Supervisor Schadewald and seconded by Supervisor Ballard “**to adopt.**” Roll call vote taken per the request of Supervisor Van Dyck.

Roll Call:

Aye: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald, Lund, Deneys

Nay: Van Dyck

Total Ayes: 25 Total Nays: 1

Motion passed.

Public Safety Committee and Executive Committee

No. 13y -- RESOLUTION REGARDING ADDING A SERGEANT/INVESTIGATOR TO THE SHERIFF’S DEPARTMENT TABLE OF ORGANIZATION.

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

WHEREAS, the number of death scenes the Sheriff’s Department Investigative Division responds to has increased 218% over the past 3 years, the number of cases assigned to an investigator has increased 26% over the past 3 years, and caseloads are as much as five times as high as what is recommended, limiting the quality of service that can be provided and the amount of time that can be dedicated to long term and cold case investigations; and

WHEREAS, the Sheriff’s Department desires to add one Sergeant/Investigator Position to its Table of Organization; and

WHEREAS, Police Service Contracts would fund 68.5% of the Position; and

WHEREAS, should the Police Service Contracts funding for this Position be eliminated, this Position will end and be eliminated from the Department’s Table of Organization.

NOW, THEREFORE, BE IT RESOLVED by the Brown County Board of Supervisors, that the following Table of Organization change for the Sheriff’s Department is hereby approved, as indicated below in the “Budget Impact” section of this Resolution, and with the caveat that, should the Police Service Contracts funding for this Position be eliminated, then this Position will end and be eliminated from the Department’s Table of Organization: Add one (1.00) FTE Sergeant/Investigator.

Budget Impact:

Sheriff

Annualized Budget Impact	FTE	Addition/ Deletion	Salary	Fringe	Total
Sergeant 5/2 (Investigator) \$38.87/hr Position #TBD Hours: 2,040	1.0	Addition	\$79,303	\$34,969	\$114,272
Funding from Police Service Contracts (68.5%)					(\$78,279)
Annualized Budget Impact					\$35,993

Fiscal Note: This resolution does not require an appropriation from the General Fund. The fiscal change of this resolution is reflected in the 2019 Proposed Budget.

Respectfully submitted,
PUBLIC SAFETY
EXECUTIVE COMMITTEE

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

Authored by Human Resources
Approved by Corporation Counsel

A motion was made by Supervisor Gruszynski and seconded by Supervisor Lefebvre **“to adopt.”**
Voice vote taken. Motion carried unanimously with no abstentions.

ATTACHMENT TO RESOLUTION #13Y

ON THE FOLLOWING PAGE

HUMAN RESOURCES DEPARTMENT

Brown County

305 E. WALNUT STREET
P.O. BOX 23600
GREEN BAY, WI 54305-3600



PHONE (920) 448-4071 FAX (920) 448-6277 WEB: www.co.brown.wi.us

Human Resources

RESOLUTION/ORDINANCE SUBMISSION TO COUNTY BOARD

DATE: August 31, 2018
REQUEST TO: Public Safety Committee and Executive Committee
MEETING DATE: October 9, 2018 and October 22, 2018
REQUEST FROM: Human Resources
REQUEST TYPE: ☒ New resolution ☐ Revision to resolution
☐ New ordinance ☐ Revision to ordinance
TITLE: Resolution Regarding Additional Sergeant/Investigator Position for the Sheriff Department Table of Organization

ISSUE/BACKGROUND INFORMATION:

The Sheriff's Department is requesting an additional Sergeant/Investigator as it has seen a significant increase in death scenes and increased caseloads over the past three years.

ACTION REQUESTED:

- Approval of an additional Sergeant/Investigator position for the Sheriff's Department.

FISCAL IMPACT:

NOTE: This fiscal impact portion is initially completed by requestor, but verified by the DOA and updated if necessary.

1. Is there a fiscal impact? ☒ Yes ☐ No
 - a. If yes, what is the amount of the impact? \$114,272
 - b. If part of a bigger project, what is the total amount of the project? \$_____
 - c. Is it currently budgeted? ☐ Yes ☒ No
 1. If yes, in which account?
 2. If no, how will the impact be funded? The impact will be offset by \$78,279 (68.5%) from police services contracts. Then, \$35,993 (31.5%) would be added to the tax levy.

☒ COPY OF RESOLUTION OR ORDINANCE IS ATTACHED

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**** 2019 BUDGET REVIEW ****

(Items #13a-#13cc were taken before Item #12)

No. 12 -- REVIEW OF 2019 BUDGET AND BUDGET RECOMMENDATIONS BY STANDING COMMITTEES.

No. 12a -- REPORT OF ADMINISTRATION COMMITTEE OF OCTOBER 10, 2018 (BUDGET ITEMS)

1. COUNTY TREASURER – Review of 2019 Department Budget. To approve the Treasurer's budget.
2. CHILD SUPPORT – Review of 2019 Department Budget. To approve the Child Support budget.
 - a. Resolution Regarding the Deletion of the Child Support Specialist-Enforcement in the Child Support Department Table of Organization. To approve. See Resolutions & Ordinances.
 - b. Resolution Regarding the Addition of a Child Support Specialist-Employment within the Child Support Department Table of Organization. To approve. See Resolutions & Ordinances.
3. COUNTY CLERK – Review of 2019 Department Budget. To approve the County Clerk budget.
 - a. Resolution Regarding an Increase to LTE Election Help-Canvasser Wages for the County Clerk's Department Table of Organization. To approve. See Resolutions & Ordinances.
4. CORPORATION COUNSEL – Review of 2019 Department Budget. To approve Corporation Counsel budget.
5. TECHNOLOGY SERVICES – Review of 2019 Department Budget. To approve the Technology Services budget.
 - a. Resolution Regarding a Change to the Department of Technology Services Table of Organization – Enterprise System Analyst II. To approve. See Resolutions & Ordinances.
6. HUMAN RESOURCES – Review of 2019 Department Budget. To approve the Human Resources budget.
 - a. Resolution Establishing the Salary of the Brown County Executive (An Elected Official). To increase the County Executive's salary by 2.25% each year resulting in approximately \$93,779 for 2019; \$95,889 for 2020; \$98,046 for 2021; and \$100,252 for 2022. See Resolutions & Ordinances.
 - b. Resolution Authorizing Use of General Fund for Employee Wage Adjustments. To recommend to the Executive Committee for approval. See Resolutions & Ordinances.
7. DEPT. OF ADMINISTRATION – Review of 2019 Department Budget. To approve the Dept. of Administration budget.
8. Year 2019 Non-Division Budgets Review - Capital Projects. To suspend the rules to take 8, 9 & 10 together. See Item 10.
9. Year 2019 Non-Division Budgets Review - Debt Service. See Item 10.
10. Year 2019 Non-Division Budgets Review - Taxes, Special Revenues, Certain Internal Service & Fiduciary Funds. To forward to Executive Committee.

A motion was made by Supervisor Sieber and seconded by Supervisor De Wane **“to adopt.”** Supervisor Kneiszel requested that Item #5 be taken separately and Supervisor Sieber requested Item #1 be taken separately. Voice vote taken on the remainder of the report. Motion carried unanimously with no abstentions.

Item #5 - TECHNOLOGY SERVICES – Review of 2019 Department Budget. To approve the Technology Services budget.

A motion was made by Supervisor Kneiszel and seconded by Supervisor Lefebvre **“to increase Technology Services contract services by \$90,000 and reduce short-term disability insurance (Pg. 315) by \$12,510 and long-term disability by \$77,490 for the purpose of purchasing and operating a County Board agenda/minutes/video system to provide greater transparency, improve efficiency and reduce paper and postage use.”** Roll call vote taken.

Roll Call:

Aye: Linssen, Kneiszel, Deslauriers, Tran, Moynihan

Nay: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Suennen, Schadewald, Lund, Deneys

Total Ayes: 5 Total Nays: 21

Motion failed.

Following the failed motion, a motion was made by Supervisor Gruszynski and seconded by Supervisor Suennen **“to approve as presented.”** Voice vote taken. The ayes have it per Chairman Moynihan. Motion passed.

Item #1 - COUNTY TREASURER – Review of 2019 Department Budget. To approve the Treasurer’s budget.

A motion was made by Supervisor Sieber and seconded by Vice Chair Lund **“to reduce soil testing line in Treasurer budget from \$12,500 to \$2,500 on page 67 of 2019 proposed budget and reduce property tax levy.”** Voice vote taken. The ayes have it per Chairman Moynihan. Motion passed.

A motion was made by Supervisor Sieber and seconded by Supervisor Vander Leest **“to approve as amended.”** Voice vote taken. The ayes have it per Chairman Moynihan. Motion passed.

No. 12b -- REPORT OF EDUCATION AND RECREATION COMMITTEE OF OCTOBER 11, 2018 (BUDGET ITEMS)

1. GOLF COURSE – Review of 2019 Department Budget. To approve the 2019 Golf Course budget.

2. LIBRARY – Review of 2019 Department Budget. To approve the 2019 Library budget.
3. MUSEUM - Review of 2019 Department Budget. To approve the 2019 Museum budget.
4. ZOO – Review of 2019 Department Budget. To approve the 2019 Zoo budget.
 - a. Resolution Regarding a Change to the NEW Zoo Table of Organization – Zoo Educator. To approve. See Resolutions & Ordinances.
 - b. Resolution Regarding Husbandry Assistant for the NEW Zoo Table of Organization. To approve. See Resolutions & Ordinances.
 - c. Resolution Regarding a Change to the Account Clerk Position in the NEW Zoo Table of Organization. To approve. See Resolutions & Ordinances.
5. PARK DEPARTMENT – Review of 2019 Department Budget. To approve the 2019 Parks budget.
6. Resolution Regarding Changes to the Parks Department Table of Organization. To approve. See Resolutions & Ordinances.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Ballard “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 12c -- REPORT OF EXECUTIVE COMMITTEE OF OCTOBER 22, 2018 (BUDGET ITEMS)

1. Board of Supervisors - Review of 2019 Department Budget. To approve Board of Supervisors 2019 budget.
2. County Executive – Review of 2019 Department Budget. To approve the County Executive 2019 budget.
3. Capital Projects.
Motion by Supervisor:
 - i. To change the timing of funding for the following projects: Change Project #21 Parks Reforestation Camp Campground from \$20,000 to \$320,000 and change Project #24 Brown County Expo Hall Maintenance from \$500,000 to \$200,000, with the following request for the 5 Year Capital Improvement Plan: In 2020, change Brown County Expo Hall Maintenance from \$500,000 to \$200,000, and change Parks Reforestation Camp Campground in 2020 from \$0 to \$300,000; in 2022, change Brown County Expo Hall Maintenance from \$3,000,000 to \$3,600,000 and change Parks Reforestation Camp Campground in 2020 from \$600,000 to \$0.
 - ii. To approve 2019 Capital Projects.
4. Debt Service.
 - i. To amend Page 305 of the Budget Book (Outstanding Indebtedness) to include a chart showing Debt Payments an Outstanding Debt as presented.
 - ii. To approve 2019 Debt Service
5. Taxes, Special Revenues and Certain Internal Service Funds. To approve 2019 Taxes, Special Revenues and Certain Internal Service Funds.
6. Resolution Authorizing Use of General Fund for Employee Wage Adjustments.
 - i. To amend the title of the Resolution to *Resolution Authorizing Use of General Revenue for Employee Wage Adjustments.*
 - ii. To approve as amended.
 - iii. To amend the resolution as follows: strike the words *and whose salaries are not redlined* in the second whereas; strike the words *and whose salaries are not redlined* in the now, therefore be it resolved paragraph; and strike the words *for the purpose of cost of living adjustment, and* in the be it further resolved paragraph.
 - iv. To approve as amended 5 to 2. See Resolutions & Ordinances.

7. Resolution Approving Changes to the Brown County Health Insurance Plan During the 2019 Calendar Year.
 - i. To approve.
 - ii. To suspend the rules to take Items 8 – 16 and Items 18 – 34 together.
 - iii. To approve Items 8 – 11, 13 – 16 and 18 – 34.
8. Resolution Regarding the Deletion of the Child Support Specialist-Enforcement in the Child Support Department Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
9. Resolution Regarding the Addition of a Child Support Specialist-Employment within the Child Support Department Table of Organization. *See action at Item 7.* See Resolutions and Ordinances.
10. Resolution Regarding an Increase to LTE Election Help-Canvasser Wages for the County Clerk's Department Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
11. Resolution Regarding a Change to the Department of Technology Services Table of Organization – Enterprise System Analyst II. *See action at Item 7 above.* See Resolutions & Ordinances.
12. Resolution Establishing the Salary of the Brown County Executive (An Elected Official). *Motion at 10/10/18 Admin Cmte: To increase the County Executive's by 2.25% each year resulting in approximately \$93,779 for 2019; \$95,889 for 2020; \$98,046 for 2021; and \$100,252 for 2022. To approve as presented.* See Resolutions & Ordinances.
13. Resolution Regarding a Change to the NEW Zoo Table of Organization – Zoo Educator. *See action at Item 7 above.* See Resolutions & Ordinances.
14. Resolution Regarding Husbandry Assistant for the NEW Zoo Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
15. Resolution Regarding a Change to the Account Clerk Position in the NEW Zoo Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
16. Resolution Regarding Changes to the Parks Department Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
17. Resolution Regarding Adding One .40 FTE Administrative Assistant to the County Board Table of Organization. To approve. See Resolutions & Ordinances.
18. Resolution to Add One Social Worker/Case Manager to the Health and Human Services Department Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
19. Resolution to Reassign a Social Worker/Case Manager in the Department of Health and Human Services Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
20. Resolution Regarding Changes to the Department of Health and Human Services Table of Organization – Clerk IV Positions. *See action at Item 7 above.* See Resolutions & Ordinances.
21. Resolution Regarding Changes to the Health and Human Services Department Table of Organization – Economic Support Unit. *See action at Item 7 above.* See Resolutions & Ordinances.
22. Resolution Adding A .50 FTE Social Services Aide I Position to the Department of Health and Human Services Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
23. Resolution Regarding Changes to the Health and Human Services Department Table of Organization – Add Criminal Justice Division. *See action at Item 7 above.* See Resolutions & Ordinances.

24. Resolution Regarding Changes to the Department of Health and Human Services Table of Organization – Public Health Planner. *See action at Item 7 above.* See Resolutions & Ordinances.
25. Resolution to Add an Environmental Health Technician to the Department of Health and Human Services-Public Health Division Table of Organization and Increase Licensing Fees. *See action at Item 7 above.* See Resolutions & Ordinances.
26. Resolution Regarding Changes to the Department of Port and Resource Recovery Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
27. Resolution Regarding Reclassification of Community Garden Coordinator Position for the UW-Extension Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
28. Resolution Regarding Deletion of One Highway Crew Position for the Department of Public Works Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
29. Resolution Regarding Changes to the District Attorney's Office Table of Organization – Wage Increase for 4 FTE Legal Assistants.
 - a. Resolution Regarding Changes to the District Attorney's Office Table of Organization – Wage Increase for 4 FTE Legal Assistants. *As Amended by HR after Public Safety Committee mtg.* *See action at Item 7 above.* See Resolutions & Ordinances.
30. Resolution Regarding Adding a Sergeant/Investigator to the Sheriff's Department Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
31. Resolution Regarding Changes to the Sheriff's Department Table of Organization – Drug Task Force. *See action at Item 7 above.* See Resolutions & Ordinances.
32. Resolution Regarding Changes to the Sheriff's Department Table of Organization – Mechanic Intern. *See action at Item 7 above.* See Resolutions & Ordinances.
33. Resolution Regarding Increased Hours for the Clerk Typist III Position in the Sheriff's Department Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.
34. Resolution Regarding Changes to the Sheriff's Department Table of Organization. *See action at Item 7 above.* See Resolutions & Ordinances.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Nicholson “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 12d -- REPORT OF HUMAN SERVICES COMMITTEE OF OCTOBER 16, 2018
(BUDGET ITEMS)

1. Syble Hopp School/Children with Disabilities Education Board - Review of 2019 Department Budget. To approve the Syble Hopp School 2019 budget.
2. Aging & Disability Resource Center - Review of 2019 Department Budget. To approve the ADRC 2019 budget.
3. Veterans' Services - Review of 2019 Department Budget.
 - i. To suspend the rules and hold this item until the arrival of CVSO Jerry Polus.
 - ii. To approve the Veterans' Services 2019 budget.
- 4a. Health & Human Services - Review of 2019 Department Budget.
 - a. To make the following amendment to the Human Services Budget:
 - Increase CTC regular earnings to \$3,462,128, an increase of \$15,848 (Page 141)
 - Increase CTC fringe benefits FICA to \$510,309; an increase of \$1,230 (page 142)
 - Increase CTC Fringe Benefit Retirement to \$440,256; increase of \$1,062 (page 143)

- Increase CTC Fringe Benefits Workers Compensation Insurance to \$142,763; increase of \$19 (page 142)
- Decrease in other fringe benefits (health, dental, vision, etc.) of \$7,879
- Decrease CTC Maintenance Agreement Software to \$209,314; decrease of \$10,280 (page 143)
- Change the Hospital & Nursing Home Administrator Unit Rate to \$52.28 and the Cost to \$109,161 (page 125)
- b. To approve the Health & Human Services 2019 budget as amended.
 - i. Resolution to Add One Social Worker/Case Manager to the Health and Human Services Department Table of Organization. To approve. See Resolutions & Ordinances.
 - ii. Resolution to Reassign a Social Worker/Case Manager in the Department of Health and Human Services Table of Organization. To approve for 2018 & 2019. See Resolutions & Ordinances.
 - iii. Resolution Regarding Changes to the Department of Health and Human Services Table of Organization – Clerk IV Positions. To approve. See Resolutions & Ordinances.
 - iv. Resolution Regarding Changes to the Health and Human Services Department Table of Organization – Economic Support Unit. To approve. See Resolutions & Ordinances.
 - v. Resolution Adding A .50 FTE Social Services Aide I Position to the Department of Health and Human Services Table of Organization. To approve. See Resolutions & Ordinances.
 - vi. Resolution Regarding Changes to the Health and Human Services Department Table of Organization – Add Criminal Justice Division. To approve 4 to 1. See Resolutions & Ordinances.
 - vii. Resolution Regarding Changes to the Department of Health and Human Services Table of Organization – Public Health Planner. To approve. See Resolutions & Ordinances.
- 4b. Motion by County Board Member.
 - i. Resolution to Add an Environmental Health Technician to the Department of Health and Human Services-Public Health Division Table of Organization and Increase Licensing Fees.
 - a. To approve 4 to 1. See Resolutions & Ordinances.
 - b. To approve the Division of Health and Human Services 2019 budget as a whole.

A motion was made by Supervisor Hoyer and seconded by Supervisor De Wane “**to adopt.**” Voice vote taken. Motion carried unanimously with no abstentions.

No. 12e -- REPORT OF PLANNING, DEVELOPMENT AND TRANSPORTATION COMMITTEE OF OCTOBER 9, 2018 (BUDGET ITEMS)

1. Register of Deeds - Review of 2019 department budget. To approve and move the Register of Deeds budget on to the full County Board.
2. Planning & Land Services (Land Information, Planning Commission, Property Listing & Zoning)

- Review of 2019 department budgets. To approve the Planning & Land Services budget and move to the full County Board.
- 3. Port and Resource Recovery - Review of 2019 department budget. To approve the Port & Solid Waste budget and move to the full County Board.
 - a. Resolution Regarding Changes to the Department of Port and Resource Recovery Table of Organization. To accept the resolution. See Resolutions & Ordinances.
- 4. Airport - Review of 2019 department budget. To approve the Airport budget and send it on to full County Board.
- 5. U.W. Extension - Review of 2019 department budget. To approve the UW Extension budget and pass it on to full County Board.
 - a. Resolution Regarding Reclassification of Community Garden Coordinator Position for the UW-Extension Table of Organization. To approve. See Resolutions & Ordinances.
- 6. Public Works (Highway, County Roads & Bridges, Facility Management)
 - Review of 2019 department budget. To approve the Public Works budget and pass it on to full County Board.
 - a. Resolution Regarding Deletion of One Highway Crew Position for the Department of Public Works Table of Organization. To approve. See Resolutions & Ordinances.

A motion was made by Supervisor Erickson and seconded by Supervisor Kaster **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

No. 12ei -- REPORT OF LAND CONSERVATION SUBCOMMITTEE OF OCTOBER 9, 2018 (BUDGET ITEMS)

- 1. LAND & WATER CONSERVATION – Review of 2019 department budget. To approve the Land Conservation budget and move to County Board.

A motion was made by Supervisor Dantine and seconded by Supervisor Kaster **“to adopt.”** Voice vote taken. Motion carried unanimously with no abstentions.

No. 12f -- REPORT OF PUBLIC SAFETY COMMITTEE OF OCTOBER 17, 2018 (BUDGET ITEMS)

- 1. District Attorney: Review of 2019 department budget. To approve the District Attorney 2019 budget.
 - a. Discussion and Possible Action re: Budget Neutral Wage Increase for 4 Legal Assistants in the District Attorney’s Office. To approve. See Resolutions & Ordinances.
- 2. Public Safety Communications: Review of 2019 department budget. To approve Public Safety Communications 2019 budget.
 - a) Emergency Management – Review of 2019 department budget. To approve Emergency Management 2019 budget.
- 3. Medical Examiner: Review of 2019 department budget. To approve Medical Examiner 2019 budget.
- 4. Sheriff: Review of 2019 department budget. To approve Sheriffs’ Department 2019 budget.
 - a. Resolution Regarding Adding a Sergeant/Investigator to the Sheriff’s Department Table of Organization. To approve. See Resolutions & Ordinances.

- b. Resolution Regarding Changes to the Sheriff's Department Table of Organization – Drug Task Force. To approve. See Resolutions & Ordinances.
- c. Resolution Regarding Changes to the Sheriff's Department Table of Organization – Mechanic Intern. To amend the resolution to increase the LTE Mechanic Intern pay to \$10.00 an hour raising the total annualized budget impact to \$2,522 with an offsetting cut in the amount of \$561.00 to the vehicle gas budget. See Resolutions & Ordinances.
- d. Resolution Regarding Increased Hours for the Clerk Typist III Position in the Sheriff's Department Table of Organization. To approve. See Resolutions & Ordinances.
- e. Resolution Regarding Changes to the Sheriff's Department Table of Organization. To approve. See Resolutions & Ordinances.
- 5. Court System:
 - a. Circuit Court, Commissioner, Probate - Review of 2019 department budget. To approve.
 - b. Clerk of Courts - Review of 2019 department budget.
 - i. To approve.
 - ii. To move the Division of Public Safety 2019 budget on to the County Board.

A motion was made by Supervisor Schadewald and seconded by Supervisor Buckley **“to adopt.”** Supervisor Schadewald requested Item #4 be taken separately. Voice vote taken on the remainder of the report. Motion carried unanimously with no abstentions.

Item #4 - Sheriff: Review of 2019 department budget. To approve Sheriffs' Department 2019 budget.

A motion was made by Supervisor Schadewald and seconded by Supervisor Gruszynski **“to decrease the Sheriff's Department premium overtime by \$124,000 and add an additional \$124,000 to the Professional Services line item in the Sheriff's budget.”** Roll call vote taken.

Roll Call:

Aye: Hoyer, Gruszynski, Lefebvre, Borchardt, Vander Leest, Landwehr, Dantine, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Tran, Moynihan, Suennen, Schadewald, Deneys

Nay: Sieber, De Wane, Nicholson, Erickson, Evans, Buckley, Brusky, Deslauriers, Lund

Total Ayes: 17 Total Nays: 9

Motion passed.

A motion was made by Supervisor Buckley and seconded by Supervisor Landwehr **“to take the money from the savings of the RFP short term disability \$12,510 and long term disability \$77,490. Take the \$10,000 put back from the Treasurer soil testing for a total of \$100,000. To replace the shortfall of the Sheriff's Department overtime account.”** Roll call vote taken.

Roll Call:

Aye: Sieber, Buckley, Landwehr, Lund, Deneys

Nay: De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald

Total Ayes: 5 Total Nays: 21

Motion failed.

Following the failed motion, Supervisor Nicholson made a motion **“to approve as amended,”** which was seconded by Supervisor Lefebvre. Voice vote taken. Motion carried with Supervisor Buckley voting nay.

Prior to taking the final vote on the 2019 budget, a motion was made by Supervisor Hoyer and seconded by Supervisor Brusky **“to add 1.0 caseworker (\$46,393 salary and \$16,863 fringe) \$63,256. Add 1.0 social work supervisor (\$71,869 salary and \$20,858 fringe) \$92,727 total \$155,983. Offset with \$55,983 from Professional Services, \$90,000 from Short Term Disability, \$10,000 from Soil Testing.”** Roll call vote taken.

Roll Call:

Ayes: Sieber, De Wane, Hoyer, Lefebvre, Borchardt, Brusky, Linssen, Deslauriers, Tran, Lund

Nays: Nicholson, Gruszynski, Erickson, Evans, Vander Leest, Buckley, Landwehr, Dantine, Ballard, Kaster, Van Dyck, Kneiszel, Moynihan, Suennen, Schadewald, Deneys

Total Ayes: 10 Total Nays: 16

Motion failed.

Following the failed motion, a motion was made by Supervisor Schadewald and seconded by Supervisor Kneiszel **“to amend Supervisor Hoyer’s motion to reduce professional services by \$90,000 and add \$10,000 from Treasurer Savings in order to add \$100,000 to Human Services salary and benefits.”** Discussion was then held among Supervisors and Corporation Counsel regarding the validity of the motion.

Following this discussion, an amended motion was made by Supervisor Schadewald and seconded by Supervisor Suennen **“to reduce professional services line item by \$82,727 and add \$92,727 to regular earnings and fringe benefits line items, with \$10,000 coming from Treasurer’s savings in soil testing, in order to add a case supervisor position with a wage of \$71,869 and fringe benefits of \$20,858.”** Roll call vote taken.

Roll Call:

Ayes: Sieber, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald, Lund, Deneys

Nays: De Wane, Nicholson, Evans

Total Ayes: 23

Total Nays: 3

Motion passed.

Finance Director Bradley Klingsporn informed the Board at this time that the current mill rate and tax levy for 2019, based on the decrease of \$0.10 were 4.4555 and \$92,060,083 respectively.

No. 14 -- RESOLUTION RE: ESTABLISHING THE BROWN COUNTY BUDGET FOR CALENDAR YEAR 2019

TO THE HONORABLE CHAIRMAN AND MEMBERS
OF THE BROWN COUNTY BOARD OF SUPERVISORS

Ladies and Gentlemen:

BE IT RESOLVED, that the following sums of money be raised for the ensuing year:

School for Children with Disabilities	3,026,614
Public Health	2,201,968
County Aid Bridges (Section 82.08, Wis. Stats.)	686,590
Debt Service Fund	13,675,460
All Other County Taxes	<u>72,469,451</u>
PROPERTY TAX LEVY	92,060,083

BE IT FURTHER RESOLVED, that the County shall apportion the tax for the school for Children with Disabilities on all districts participating; and

BE IT FURTHER RESOLVED, that the County shall apportion the tax for the Public Health Department on all districts participating; and

BE IT FURTHER RESOLVED, that the County shall apportion the tax for bridges under Section 82.08, Wis. Stats., on the taxable property of the taxing districts participating; and

BE IT FURTHER RESOLVED, that the County shall enter in the Tax Apportionment the 20% Highway County Trunk Bridge assessments as authorized legal taxes against any district in the County, under Section 83.03 (2), Wis. Stats.; and

BE IT FURTHER RESOLVED, that the budgeted appropriations for purposes of Section 65.90, Wis. Stats., are attached hereto as Exhibit A, and the detailed budget for purposes of Section 59.17 (5), Wis. Stats., is the document of which this is part; and

BE IT FURTHER RESOLVED, that the Director of Administration is authorized to make any technical corrections to the budget that are necessary.

A motion was made by Vice Chair Lund and seconded by Supervisor Erickson **“to adopt the Brown County Budget for Calendar Year 2019.”** Roll call vote taken.

Roll Call:

Ayes: Sieber, De Wane, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald, Lund, Deneys

Nays: Nicholson, Buckley

Total Ayes: 24 Total Nays: 2

Motion carried **“to adopt the Brown County Budget for Calendar Year 2019 as amended.”**

Approved By: /s/ Troy Streckenbach Date: 11/02/2018

No. 15 -- SUCH OTHER MATTERS AS AUTHORIZED BY LAW.

Chairman Moynihan wanted to remind the Supervisors that the next meeting will be held on December 19, 2018 at 6:00PM and afterward the Supervisors are invited to celebrate with some “Christmas cheer”.

No. 16 -- CLOSING ROLL CALL.

Present: Sieber, De Wane, Nicholson, Hoyer, Gruszynski, Lefebvre, Erickson, Borchardt, Evans, Vander Leest, Buckley, Landwehr, Dantine, Brusky, Ballard, Kaster, Van Dyck, Linssen, Kneiszel, Deslauriers, Tran, Moynihan, Suennen, Schadewald, Lund, Deneys.

Total Present: 26

No. 17 -- ADJOURNMENT TO WEDNESDAY, DECEMBER 19, 2018, AT 6:00 P.M., LEGISLATIVE ROOM #203, CITY HALL, 100 NORTH JEFFERSON STREET, GREEN BAY, WISCONSIN.

A motion was made by Supervisor Van Dyck and seconded by Supervisor Borchardt **“to adjourn to the above date and time (PLEASE NOTE DATE & TIME CHANGE).** Voice vote taken. Motion carried unanimously with no abstentions.

Meeting adjourned at 1:04 p.m.

/s/ Sandra L Juno
SANDRA L. JUNO
Brown County Clerk